

URBAN/MUNICIPAL

CA4 ON HBL W26

M31

1993

INDEX

TO THE

MINUTES OF THE MEETINGS

HAMILTON BOARD OF EDUCATION

FOR 1993

1993 Prism Award.....	303
A.M. Cunningham School.....	266
Abbey, James	42
Abrahams, Jeremy	63
Abstinence Education Programs.....	214, 318, 319
Academic, Role of Staffing Co-ordinator.....	247
Academy of Medicine, Hamilton.....	32
Accardo, Karen.....	396
Accessibility Report.....	34
Accidents, children.....	348
Accommodation Reports.....	274, 286, 288, 446
Accountability Action Team.....	264
Accounting Department, staff reduction	463
Achenbach Teacher Checklist	55
Ad Hoc Committees	345

see --

- AIDS Policy Committee
- Child Care Committee
- Name Search Committee
- Religious Education, Committee to Study
- Transportation Committee
- School Field Trip Committee

Adachi, Chris	303
Adams, Bob.....	385
Adams, Bruce.....	282, 380
Adams, Cheri	252
Adelaide Hoodless School.....	303
Adjustment Services	
Adjustment Consultants and Social Workers	466
Consultants and Social Workers	467
Co-ordinator.....	466
Supervisor of.....	466

Administrative Secretary - Budget/Research Analyst, posting.....	466
Administrative Services, restructuring	462
Adult and Continuing Education, Annual Report.....	213, 273
Adult Basic Education	273, 389
Adult Basic Literacy and Numeracy Program	402
Affirmative Action/Employment Equity, Reports of.....	324, 332
Afinec, Ann.....	251
Agro, Zaffiro, Parente, Orzel and Baker.....	45
Ahuja, Sonia.....	105
AIDS Policy Committee.....	33, 317
Ainslie Wood School	245, 255, 256, 306, 447
Air Quality, Indoor	227, 274
Aitken, Diane	326
Aitken, Jane	103, 329
Alarms at Recreation Centres, False	273
Alchin, Catherine	103, 251
Allan, Tracy.....	104, 325
Allenby School	303
Allison, Wayne.....	282
Allum, Barbara.....	103, 359
Alternative Education Action Team	29
Alternative Education Programs, relocation.....	288
Ambrose, Judith	103
Ammendolia, Katherine.....	454
Amy, Julia Beryl.....	409
Amy, Marlo.....	282, 380
Andrews, Gail	104, 251
Annual Accommodation Report, Introduction to	274
Appeal Board	
Establishment of	353
Report of.....	375
Apprenticeship Program, Hairstylist.....	306
Arbitration Award	257, 280
ARC Industry.....	402
Archer, Kathryn.....	64, 251
Architect.....	287
Archives Committee	90
Area Offices	467
Secretaries, reduction.....	468
Area Supervisor.....	467
Armstrong, Derek	330
Asbestos Response Team, Supervisor	465
Ash, Maureen.....	325
Aslanian-Schultz, Shirley.....	220
Asphalt and Concrete Major Repair Program	287

Assessment Appeal: Dofasco, Reserve for	57
Assessment, Evaluation and Reporting.....	260
Assistant Superintendent of Human Resources.....	465
Assistant Superintendent of Program	325
Assistant to the Public Relations Officer, phasing out	462
Assistants to the Superintendent, Schools	467
Associate Director's Secretary, position redeployed	464
Athletes Helping Athletes.....	271
Audited Financial Statements	241
Auditors	9
Austin, Tracey	282, 382, 398
Autism	389
Autistic Students	276, 443
Average Class Size, Secondary Composite	100
Avery, Stacey.....	104, 219
Aziz, Alexandra.....	331
Babcock, D. Paul	218
Bachuk, Sharon	65, 252
Baetz, Karen.....	358, 382
Bailey, Elizabeth	39
Bain, Kenneth	357
Baker, Douglas.....	281
Bakos, Barbara.....	322
Ballie, Lyn.....	283
Barbaresso, Elena.....	377
Barrow, Barbara	277
Barrs, Steve.....	329
Bartley, Lola.....	278
Barton Secondary School, architect	287
Bastow, Natalie	325
Baxter, June	381
Beattie, Donna.....	425
Beginning, Counselling & Adoption Services.....	59
Behaviour Exceptional Students, patterns	55
Behavioural Exceptionality Students.....	213, 418
Report.....	443
Behr, Laurie	251
Belisario, Gail	281
Bell, Stephen.....	220
Benefits, Senior Officials.....	346
Bennett, Bryan.....	65
Bennett, Margaret.....	327
Bennett-Bauer, Darlene	37, 38, 61

Bennetto School.....	243
Benvenga, Rosali.....	39
Berberian, Joan.....	219
Bernyak-Bouwman, Karen.....	284
Bertin, Lynda.....	285
Bigras, Henri.....	377
Bill 100, School Boards and Teachers Collective Negotiations Act.....	263
Bill 48- <i>see Social Contract</i>	
Bill 79, Employment Equity for Aboriginal People, People with Disabilities, Members of Racial Minorities and Women.....	324
Binkley School, re-opening.....	288
Binns, Richard.....	331, 335, 336
Binotto, Lorenzo.....	380
Birch-Jones, Erin.....	325
Birth Control.....	307
Bjegovich, Joseph.....	398
Black Youth Achievement.....	443
Black, Anthony.....	252
Black, Katherine.....	41, 380
Blais, Adele.....	284, 427
Blenkhorn, Sherry.....	425, 452
Block 37, Kentley Neighbourhood.....	449
Block 67, Bruleville Neighbourhood.....	446
Blocks 87, 89, 90, James MacDonald/Queen Mary School.....	33
Board, meetings of.....	5, 20, 48, 85, 206, 226, 261, 384, 408, 433
Inaugural.....	5, 387
Special Meetings.....	18, 19, 45, 205, 221, 257, 258, 301, 334, 337, 349, 361, 365, 373, 405, 457, 461
Change of meeting date.....	22, 209
Bodo, Annette.....	43, 282, 380
Boggs, Wolfgang.....	398
Bohn, Edward.....	380
Boiler Replacement Program.....	286
Boose, Janice.....	251
Booth, Douglas.....	398
Booth, Louise.....	382
Boothe, Paula.....	323
Boundaries, municipal election.....	406
Bourassa, Lori.....	325
Bowker, Marjorie.....	250
Bowman, Margaret.....	327
Braband, Jean P.	323
Brantdale School.....	449
Brawn, Barbara.....	253
Brawn, Richard.....	401

Bray, Louise	39
Bray, Sharon.....	399
Brazel, Marcia.....	400, 427
Breichmanas, Irene.....	398
Briarwood Adult Learning Centre	273, 402
Brink, Kathryn.....	357, 381, 452
Brisbin, Virginia.....	253, 427, 456
Brockelbank, Brigitte.....	105
Brown, Cheryle	104
Brown, Corinne	65
Brown, Douglas.....	250
Brown, Glen.....	325
Brown, John	325, 327, 399
Brown, Lonnie.....	102
Brown, Paul.....	249
Brownridge, Bob	86
Bruce County Board of Education	437
Bruleville Neighbourhood, Block 67	446
Brunetti, Dean.....	359
Buchan, Gordon.....	285
Budget/Research Analyst, Administrative Secretary, posting	466
Budget Review Committee	344
Reports of	221, 224
French Language Section.....	225, 235
Bukvic, Robert	67, 282, 380
Buller, Vernelle.....	220
Bultez, Guy	311
Burgoyne, Beryl.....	219, 455
Burke, Sylvia.....	101
Burton, Douglas.....	329
Bus Service	274
Bus Transportation, Prince Philip School	347
Bussing, Staggered Hours/Double Runs	348
Byrne, June	251, 330
 Caledon School.....	 245, 255, 256, 306, 318, 439
Caledon/Crestwood staffing	231
Cameron, Stewart.....	105, 427
Campanella, Cynthia	41, 102, 282, 383, 403
Campbell, Joseph	385
Canadian Achievement Test.....	245, 437, 444
Canadian Education Association	58
Canadian Pledge.....	21
Canadian Radio-Television and Telecommunications Commission	 385

Canadian Union of Public Employees (C.U.P.E.), Local 1344	69
Social Contract.....	372
Canadians for Positive Community Standards	58
Capital Expenditure Multi-Year Forecast.....	33, 447
Capital Projects, Debentured	33, 57
Capretta, Julie	251
Carle, Robert.....	285
Caskenette, Edward.....	218
Cassano, Laura	329
Castle, Joanne	328
Casual Budget and Expenditures, Report	323, 397, 451
Cayen, Pierrette.....	377
Centennial School, Environmental Bronze School Certificate.....	209
Central School, architect.....	287
Certificate of Recognition	409
Chafe, Andrea	105, 253
Chairperson of the Board, appointment	264, 305
Chamberlain, Lois	282
Chapman, Robert.....	279, 356
Charalambopoulos, Helen.....	104
Charlebois, Dorothy.....	277
Chatterton, Timothy.....	251
Chedoke-McMaster Hospitals.....	418
Chiasson, Lesley.....	325, 400
Chiasson, Trevor	325
Chief Psychologist, supervisory responsibility.....	466
Child Care Committee	28, 274
Children's Aid Society.....	34
Chung-Shipman, Kawong	39, 282, 380
Chutko, Christine	355
Cillis, Gordon.....	218
Cino, Sebastian.....	249
Cipriani, Peter	63
City Council/Regional Task Force.....	406
City of Hamilton.....	243, 273, 274
Levy Payments	57, 316, 391, 420
Religious groups	240
City of York Board of Education.....	386
Clark, Heather	39
Clark, Lorrie Ann	63
Clarke, Douglas.....	377
Clarke, Lisa.....	328
Class Size Statistics, elementary	42
Cliffe, Anne.....	326
Clouston, Jane	63

Coles, Lidia.....	253, 427
Colibaba, Karen.....	357
Collins, Carrie.....	453
Colohan, Janis.....	284
Columbus, Christine.....	330
Columbus-Berta, Christine.....	454
Comley School.....	288
Commercial Food Services Program, Delta.....	318
Communications Department, elimination.....	462
Community Child Abuse Council.....	227
Compensatory Education, analysis.....	55
Compton, Gary.....	330
Compton, Kim.....	251
Computer Format for Handling Student Information.....	275
Concordia University.....	303, 304
Condom Vending Machines.....	59, 213, 215, 307
Conflicts of Interest, declarations.....	23, 47, 50, 85, 89, 205, 221, 222, 301, 367, 370, 371, 372, 436, 463
Connolly, Susan.....	105, 285, 42
Connor, Theodore.....	328
Consolidation of School Accommodation, Secondary Schools.....	255
Consortium, Natural Gas.....	421
Constable, William.....	325
Contant, Suzanne.....	285
Continuing Education Advisory Committee.....	273
Contracting Statistical Services.....	379
Cooke, Bruce.....	67, 282, 380
Cooke, Frank.....	325
Cooke, Robert.....	253, 428
Coombs, Geoffrey.....	253, 428
Cooper, Doris.....	385
Cooper, Joyce.....	329
Cooper, Martin.....	400
Cooper, Nancy.....	428
Cooper, Steve.....	277
Copps MPP, Sheila.....	20, 385
Corcione, Eto.....	357, 398
Cornish, Dale.....	64
Corsini, Rita.....	325
Cosentino, Cindy.....	358
Costa-Popovich, Susanna.....	328
Costanzo, Angelo.....	64, 282, 383
Coughlan, Victoria.....	253
Council on Suicide Prevention.....	409
Cramer, Leslie.....	282, 380

Craven, Allen	383
Crawford, Joanne.....	285, 454
Crawford, Nora.....	398
Creaghan, G. Michael.....	427
Creaghan, Louise.....	219
Creative Writing Competition Awards	303
Crechiola, Sharon	39, 282, 380
Cressy, Margaret	282
Crestwood School.....	231, 245, 255, 256, 318, 439, 447, 449
Crestwood/Caledon, consolidation	318, 439
Crime Prevention Measures.....	386
Criminal Lawyers	46
Criteria, Report (Transportation)	347
Cronsberry, Wesley	425
Crouch, Charlotte	249
Crouch, David	400, 454
Crozier, Darlene	428
Crozier, Florence	220
Cuicani, Mark	325
Cumming, Marilyn	282
Curran, Sandra	102
Curriculum Resources and Technologies	
Co-ordinator.....	259, 260
Staff.....	260
Curtis, Mary	359
Cutulle, Angela	325
Cwierdzinski, Kim.....	281
 D'Agruma, Silvia	 63
D'Ambrosio, Joe (Guiseppe)	277
D'Aurelio, Sonia	253, 428
D.W. Gordon Award.....	262
Dabbs, Barbara.....	249
Dabbs, Susan.....	357
Daignault, Paul.....	357
Dalewood School.....	243
Dalgarno, Lesley.....	65
Dalmer, Judy	104, 252
Daniels Associates Incorporated.....	217
Davis, Mary.....	64
Davis, Sandra	325
Dawn Patrol Group.....	379
Dawson, Denise.....	62, 102, 279
Day of Mourning	230

de Boer, Martin	103
de Haan, Jyoti	282, 380
de Jager, Gayle	250
Dean, Ghislaine	359
Della Maestra, Sandra	282, 380
Delta Secondary School	88, 306, 318, 319
Dempsey, Sharon	219
DeRoo, Jane	251
Design and Technology Teachers of Ontario	261
Destreaming	58, 87, 207, 228, 275, 419
Detenbeck, Gayle	327
Development Committee	
Reports of	27, 55, 96, 239, 271, 315
Date Change	239
Name Change	343
Devries, Rein	426
Dexter, Thomas	398
DiBerardo, Joan	359
DiCenzo, Rita	283, 380
DiDonato, Joseph	253, 330
Didur, Dave	259
DiFelice, Sandra	39
DiIorio, Frances	426
DiLeo, Nicolino	325
Director's Entry Interview Process - Summary Report	279
Director of Education and Secretary	
Appointment	19, 86
Contract	325
Executive Assistant to	259, 360
Diversity, Jennifer	428
Dixon, Leonard	259
Dlugolecki, Maria	67, 283, 380
Doctrinal Credit Courses	240
Dofasco	23, 57
Dokainish, Madiha	64, 251
Donat, David	254
Dorin, Sharon	284, 359
Douglas, James	284
Dowhan, Helen	322
Dowling, Laura	41
Drama production	439
Dramatic Arts	411
Drinan, Catherine	220
Drop-Out Students	239, 390
Dufferin-Peel Roman Catholic Separate School Board	226, 274

Duffy, Paul	42, 428
Dunford, Douglas	321
Dunham, Marlene	40
Dunn, Geraldine	453
Dunsdon, Sandra	329
Durkacz, Kenneth	327
Duthie, Shawn	281
Dwyer, Maureen	42, 220
Dyck, George	426, 427
Dykeman, Suzanne	327
Dywan, Elysia	219
Eagleton, Lisa	325
Early Identification Process	245
Early Retirement Incentive Plan	100, 333
Education Centre, roof	392, 420
Education Officer	274
Education Priorities	212
Education Research Council, Ontario	58
Educational Assistants	36, 38, 62, 102, 217, 220, 246, 452
Educational and Lunchroom Assistants' Association	206
Payroll functions	464
Educational Assistants, Review, Monitoring of	36
Educational Exchanges	58
Elementary Staffing Report	42
Elliott, Mary	428
Elliott, Sharon	42, 359, 428
Ellis, Errol	398
Employee Management System	420
Employment and Immigration, Minister	49
Employment Equity for Aboriginal People, People with Disabilities, Members of Racial Minorities and Women, Bill 79	324
Employment Officer	464
Employment Services Position, deleted	464
Encounters Canada	385
Ende, Cheryl	302
Environment	
Annual Report	212
Action Plan	212
Education	271
Paper Usage	212
Environmental Bronze School Certificate	22, 50, 90, 209, 266, 303
Environmental Education in the Classroom	271
Environmental Policy, Annual Report	212

Equity Co-ordinator, F.T.E. increase.....	464
Etherington-Pounder, Darlene.....	285
Etty, Dianne.....	303
Evans, Jane.....	398
Evans, Linda.....	251, 327
Evans, Philip.....	8
Evans, Q.C., Mr. J.....	8
Evening School.....	445
Everding, Marty.....	330, 359
Ewen Road/Rifle Range Road.....	347
Exchange Teacher.....	285
Executive Assistant to the Director.....	259, 360
Expenditure Reduction, Social Contract.....	362
Falasca, Jeannine.....	67, 283, 358, 380
Family Services Youth Centre.....	34, 418
Farrington, Jacqueline.....	248, 283, 380
Feasibility Study, G.P. Vanier.....	287
Ferguson, Blair.....	330
Ferguson, Joyce.....	396
Fernwood Park School, Junior Kindergarten.....	210, 220
Ferris, William.....	398
Fiddes, Hugh.....	331
Fiddes, June.....	253
Figge, Frances.....	41, 251
Finance Department, Payroll functions.....	464
Financial Information System.....	420
Financial Services, Stage Technician reassigned.....	463
Financial Status Report, Interim.....	317, 392, 447
Finlay, Melanie.....	105
Finlayson, Lorraine.....	426
Finn-Flaherty, Deborah.....	326
Fiore, Maria.....	42
Fiorino, Brigitte.....	235
Fleming, Paula.....	278
Fletcher, Jane.....	284, 400, 427
Flewelling, J. Scott.....	103
Flis, Gordon R.....	452
Fliss, Kerry.....	217, 451
Floor Cleaning Machines, purchase.....	21, 34
Flying of the Flag.....	230
Food Policy Committee.....	316, 317
Forbeck, Ann.....	104
Forshaw, Robert.....	330

Fortier, Yolande	385
Fortin, Gylaine	40
Fortman, Donna	105, 248, 283, 383, 403
Foster, Kathrynne	326, 357
Fotheringham, Christine	426
Four over Five Plan	253, 268, 331, 401, 455
Francey, Leslie	218
Francis, Ellen	359
Francis, Geraldine	329, 432
Francis, Sylvie	326
Frankum, Mary	219, 454
Freedom of Information Position	464
Freedom of Information and Protection of Privacy Act	20, 58
Annual Report	421
French Language Section	
Reports of	25, 92, 235, 414, 441
Special Reports of	225, 377, 431
ACFO (Association canadienne francaise de l'Ontario)	93
AEFO (Association of Franco-Ontarian Teachers)	92
AFCSO (Francophone Association of Ontario	
School Boards)	236, 268, 312, 415, 441
Allocation of Revenues under Section 319	312
Amalgamation of Windsor-Essex	415
Appointment of New Secretary General	415
Budget	225, 235
Canadian Association of French Language	
Education (ACELF)	415
CANCOPY Agreement	312
City of Hamilton	441
Commission to set future course for Education	312
Common Curriculum Program	441
Common Curriculum, Grades 1 to 9	415
COPFE (Conseil des presidentes et des presidents des	
organismes franco-ontariens en education)	93
Course Calendar, Option Sheets	92
Drug Education, "A Shared Responsibility"	25
Dufferin Peel Roman Catholic Separate School Board	268
Executive Council, Decisions of the	441
Fact Finder Tom Wells	415
Feasibility Study, French Language School Board,	
Simcoe County	25
FESFO (Secondary School Franco-Ontarien	
Students' Federation)	25
Financial Assistance	93
Financial Assistance for Graduates	312

Four over Five	268
Francophone Community Bulletin	441
French Language Consultative Services, Gilberte Spooner	441
French Language Education Governance	268, 312
Georges-P.-Vanier	88, 287, 303, 385
Enrolment Report, 1993 - 1994	415
Feasibility Study	287
School Year Calendar	236, 431
Student Enrolment	25
Technological Studies, equipment funding	236
Gilberte Spooner, French Language Consultative Services	441
Governance of French Language Education	268, 312
Government Proposal	312
Halton Roman Catholic School Board	268
Hamilton Health and Community Services Centre	25
Harris MPP, Michael D.	312
Information Brochure and Francophone College	415
La Chaine francaise	92
Lambton County Board of Education	236
Learn not to Burn Program	236
Meeting Date Change	25, 89, 92, 236, 378
Ministry Guidelines for French Language Education	441
Ministry of Education	268
Ministry of Education and Training	312, 415
monseigneur-de-Laval Elementary School	312
Multi-Board Submission	441
New Directions - Volume 2	312
Ontario Basic Skills Program (OBS)	415
Ontario Educational Leadership Center	312
Ontario Prevention Clearinghouse	441
Professional Development Programs, O.A.C.	268
Project on Provincial Schools	415
Propositions and Amendment for the General Annual Assembly	268
Provincial Test of Grade 9 Francais, description	415
Provincial Tour to Promote the Picture Book "Assez"	441
Race Relations and Ethnocultural Equity Resource	25
Royal Commission on Learning	415, 441
Simcoe County, French Language School Board	25
Special Education Programs and Services	268
Superintendent of Schools, French Language	441
Supreme Court of Canada, Decision of the	236
TLW Consulting	415
Transition Assistance Fund	268
Transition Fund Project	441
Windsor-Essex, Amalgamation of	415

Friesen, Jean	62
Fyfe, Elmer.....	86
Gadoury, Dorothy	38
Gallagher, David	360, 383, 455
Gallagher, Terese	103
Gallant, Blaine	220
Gallant, Paula.....	453
Gallaughher, Eleanor.....	328, 454
Gallo, Richard	39
Galvin, John	277
Galvin, Norine.....	63
Garofalo, Angela	41
Garon, Natalie.....	414
Gemmill, William.....	105, 253, 428
General Legislative Grants	207, 243
Georges-P.-Vanier Secondary School	88, 287, 303, 385
Giacinti, Lois.....	253
Giacomelli, Paul.....	326
Gibson, Alison.....	404
Gibson, Erin.....	219, 382
Gibson, Gary	278
Gifted Education	274, 443
Special Assignment Teacher, position deleted	465
Special Education Consultant.....	465
Giglia, Paul	282
Giguère, Serge.....	377
Gilbank, Isabell	219
Gilbert, Cathy.....	400
Gillie, Patricia.....	42, 259, 384
Gillis, Kathy.....	39
Gillis, Linda	63
Girard, Paul.....	326
Girard, Rachel.....	303
Girardi, Maria	102
Girnius, Irene	216
Glen Brae School.....	262
Environmental Bronze Certificate.....	50
Glendale Secondary School, architect.....	298
Goettler, Victoria.....	219, 329, 330
Gondar, Edward	326
Goodale, Laura	326
Goodin, Kathryn.....	358, 454
Goodridge, Cynthia.....	39, 283, 380
Goodridge, Donald W.....	19

Gossen, Lynette	39, 219, 329
Gould, Michelle	283, 380
Gower, Leigh-Ann	253, 330, 428
Grade 6 students, Admission to Middle School	243
Grants, Elimination of, injuries	348
Grau, Cynthia	251
Green Gibson, Stella	321
Green School Banner	262
Greening Your School	271
Gregersen, Heather	399
Griffin, Kenneth	327
Griffin, Paula	250
Growing into Language	276
Guenther, Dennine	428
Gugenberger, Krista	218
Gun Control Legislation, 1991	303
Gusenbauer, Anna	400, 427
Hachmann, Lynn	263
Hadala, Mark	381, 426
Hagger, Denise	283, 380
Hahn, Karen	64, 251
Hahn, Wesley	428
Hairstylist Apprenticeship Program	306
Hall, Constance	41, 251
Hall, Ruth	64
Halla, Sherry	328
Halpern, S.M.	8
Halton County Board of Education	20, 58
Hamel, Ruth Anne	284
Hamilton Academy of Medicine	32
Hamilton and District Chamber of Commerce	447
Hamilton and District Council of Women	59
Hamilton Council of Home and School Associations	212
Hamilton Region Conservation Authority	271
Hamilton Secondary School Principals' Council	213
Hamilton Street Railway	274
Hamilton Women Teachers' Association (HWTA)	226, 325
Hamilton, David	329
Hamilton, Heather	328
Hamilton-Wentworth Department of Public Health Services	213
Hamilton-Wentworth Library Board, Binkley School Lease	288
Hamilton-Wentworth School/Library Task Force	407
Hammill, Joseph	284, 455

Hammond, Kenneth.....	326
Hannaford, Lucy.....	220
Hapanowicz, Mark.....	303
Harassment, Policy Against	324
Harber, Thomas.....	63
Harman, Donald	281
Harper, David.....	326
Harper, Heidi	280
Harrison, Anne.....	105
Harrison, Victoria.....	253
Harrower, Joan.....	42
Hart, Andrea.....	359
Hart, Richard.....	357
Harton-McCord, Patricia.....	428
Haskell, Judith	105, 251, 359
Haslett, Lois.....	103
Hazardous Materials Position	465
Heaven, Janette	330, 454
Henderson, Brian.....	381
Henderson, David.....	425
Hendry, William.....	383
Hennessy, William	105
Henry, John.....	278
Hensen, Audrey.....	104
Heritage Languages	386
Herron, Julia.....	400
Hertzberg, Etta	219, 358
Hesk, Marjorie	328, 453
Hess Street School.....	266, 288
Hewitt, Gary.....	326
Hibbins, Katharine	61, 278
Hickey, Leo	277
Hickox, Brian.....	235, 285
Hicks-Corbet, Jennifer.....	105
Hill Park School	243, 411, 439
Renovations	243, 446
Hillcrest School, transportation.....	317
Hillman, Michael.....	280
Hillsdale School, renovations.....	36, 97, 446
Hinich, Nancy.....	282, 385
Holbrook School.....	385
Holiday Schedule.....	242
Holinaty, Sylvia.....	329, 330
Holinaty, William.....	249, 327, 330
Home Instruction Teacher, position deleted.....	466

Holmes, Sandra	104, 249, 329
Home and School Associations, Hamilton Council of	212
Hondronicols, Lee	281
Hopkins, Judith	398
Horne, Julie	330, 428
Horne, Thomas	220
Horning, Michelle	39, 284, 400
Honorarium, Trustee	457
Hoskin, Barbara	428
Hosking, Bruce	385
House of Commons, Page	303
Howard, Barbara	325, 385
Howard, H. Laverne	218
Howard, Lauren	326
Hrycak, Anna	278
Hubar, Helen	104, 383
Huegel, Leanne	65, 358
Human Resources, Assistant Superintendent of	465
Human Resources Clerks, posting	464
Human Resources Department	
.8 Full Time Equivalent transfer to	462
Associate Director's Secretary, position redeployed	464
Humphreys, Karen	284
Huron County Board of Education	20, 207, 243
Hutchinson, Patricia	251
Hutchison, Robert	329
Hutt-Taylor, Kim	327
Hutton, David	40
Hutton, Wendy	424
Identification, Placement and Review Committee	353
Secretary	466
IIS Project	259
Inaugural Address	11
Inclusive Language	324
Industry-Education Council, Hamilton-Wentworth	409
Ingram, Susan	381
Information Desk, functions and staff transfer	462
Integrated Information System, Project Manager	259
Interim Financial Status Report	317, 392, 447
Interministerial Working Group	98
International Languages	386
International Underground Railroad Project	262

Jackson, Owen.....	379
Jain, Constance.....	43, 65
Jalbert, Denise.....	330
James MacDonald School, Capital Projects.....	33
James, Stephen.....	326
Jameus, Joanne C.	400
Jantzi, Barbara.....	249
Jarrett, Barbara.....	220, 428
Jeffrey, David.....	328, 427
Jeffrey, Jeannie.....	428
Jepson, Barbara.....	327, 398
Jerome, Patricia.....	326
"Jesus" Video.....	263
Job Coach, Transitional Work Experience Program (T.W.E.P.)	277
Jobity, Mervyn.....	40
John, Leslie R.....	103, 261
Johnson, Aaron.....	303
Johnson, Lorna.....	247
Johnston, Doreen.....	254
Johnston, Steve.....	428
Jolliffe, Dorothy.....	249
Jones, Diane.....	252
Jones, Norma.....	282
Joosse, Arthur.....	249
Jovanovic, Helen.....	454
Junior Kindergarten.....	34, 244, 246, 437
 Kalafatis, Betty.....	 382
Kallsen, Susan.....	428
Kane, Catherine.....	278
Karnay, Violet.....	105
Katerberg, Teresa.....	41, 251
Kay, Edward.....	277
Keesmaat, Diane.....	404
Kehoe, Donna.....	453
Kelly, Paul.....	277
Kelterborn, Doug.....	8
Kentley Neighbourhood - Block 37.....	449
Kerr, James.....	90, 101
Khan-Yazdani, Annesia.....	428
King, Dr. Alan.....	393
King, Stephanie.....	281
Kinloch, George.....	282

Kirby, Todd.....	253
Kirkland, John.....	329, 401, 455
Kislinsky, Paul.....	326
Kisway, Lucy.....	357
Klaus, Anne.....	398
Knapp, Ellen.....	284, 329
Knight, Susan.....	105, 253
Knuckle, Richard.....	105
Kocznur, Theodore.....	281, 398
Koop, Karen.....	104, 220
Kovar, Janice.....	65, 428
Kowalchuk, Kelly.....	401
Kremer, Thomas.....	311
Kruis-Daly, Petra.....	285, 428
Krusto, Lynn.....	104, 284
Kudrenski, Victoria.....	283, 380
Kuehn, Marvin.....	285
Kurtz, Colleen.....	382
Kyle, Jay.....	68
Kyle, Lori.....	220
Lagreca, Connie.....	38, 279
Lampman, Judith.....	382
Lanark, Leeds and Grenville County Roman Catholic Separate School Board.....	275
Landry, Gertrude.....	38
Landry, Roger.....	377
Lane, Wanda.....	280
Language, Growing Into.....	276
Language, Inclusive.....	324
Lapierre, Josée.....	267
Lapointe, Michelle.....	311
Laurencik, Kathy.....	330
Lauzon, Nathalie.....	311, 377
Lauzon, Noël.....	267
Law, Teresa.....	331
Lawrence Alternative Program, relocation.....	288
Lea, Cynthia.....	41
Learning Materials, Selection Process Committee.....	263
Leavitt, Thomas.....	328
Leman, Ronald.....	426
Lennon, Sylvia.....	249
Lennox, Anne.....	64
Leone-Camilleri, Angela.....	328

Lepp, Victor	278
Levy Payments, City of Hamilton.....	57, 316, 391, 420
Levy, Sandra.....	283, 381
Lewis, Heather	219, 427
Leyzer, Janis.....	249
Library Board, Hamilton.....	9
Library Task Force	407
Ligas, Debora	252
Lighting Energy Reduction Program.....	287
Lincoln County Separate School Board	433
Lindsay, Peter.....	218
Lindsay, Sarah.....	359
Lintner, Elaine.....	285
Liscombe, Marion.....	359
Literacy Committee	315
Literacy, Mission Statement.....	315
Lockhart, Nancy	426
Long, Deborah.....	42
Lot 11 Concession 6 (Barton).....	446
Lot 29 Concession 2 (Saltfleet).....	449
Lowrey, Edward	385
Lowry, John.....	40
Luci, Gabriel	303
Ludkin, Christine.....	326
Lunch Program, Alternative Methods of Delivery.....	389, 390
Lunchroom Program	
Leader, transfer to staffing services	464
Secretary, transfer to staffing services.....	464
Lunchroom Supervisors, Payroll functions.....	464
Lupton, E. Elizabeth.....	65
Lupton, Gladys	277
Luther, Eudene	285
MacDonald, Angus.....	278
MacDonald, Carol	323
MacGillivray Partners.....	9
MacGillivray, Margaret	9
MacIsaac, Jeannine.....	67, 283
Mackenzie, David.....	280
MacKinnon, Deanna.....	253
Mackrory, James.....	398, 452
MacPherson, William	357
Macynski, Jeannette	329
Maertins, Karen.....	253

Maerz, Giselle.....	252
Maerz, Karen.....	104
Magnet Schools.....	208, 213
Maharajh, Dee.....	326
Maikawa, Janice.....	326
Major, Anthonia.....	104, 285
Male, Dorina.....	105, 253
Mamone, Sandra.....	285
Maniel, Barbara.....	326
Manson, William.....	322
Marhal, Pearl.....	101
Marshman-MacCuish, Julie.....	251, 253, 454
Marson, Robert.....	282
Martens, Dawn.....	426
Martin Family.....	385
Martin Stewart Contracting Limited.....	97
Martin, Kelso.....	323
Martin, Mary Ann.....	355
Martin, Robert.....	103
Martin, Wendy.....	104, 329
Martineau, Maxine.....	453
Marty Karl Adult Centre.....	402
Masonry Repairs and Restoration Program.....	287
Massey, George.....	104, 282
Massey, Joan.....	326, 327
Mathematics Benchmarks, Provincial.....	96
Mathieson, Grace.....	40
Maudsley, Kathryn.....	326
Maudsley, Robert.....	326
May, Joseph.....	326
Mayers, Hermon.....	326
Mayor's Youth Advisory Committee.....	243
McAlpine, Deborah.....	283, 381
McBurney-Fowler, Susan.....	104
McConnell, Joan.....	105
McCormick, Margery.....	426
McCulloch, Christine.....	249
McDonald, Emily.....	401
McEachren, Patricia.....	283, 381
McGall, Jane.....	284
McGinnis, Caroline.....	329
McGrane, Arde.....	358, 382
McGrimmond, Frank.....	278
McGugan-Lane, Mary.....	398
McHugh, Lorna.....	358

McIlveen, Barbara	67
McIlveen, Dennis	399
McIlveen, Dilys	451
McIntyre deSouza, Colleen	251
McIvor, Robert	250
McKague, Susan (Dabbs)	399
McKenna, Patrick	326
McKnight, John	40
McLaren, Brenda	220, 428
McLaren, Wanda	303
McLarty, Jan	400
McMaster, Pattie	104
McNie, Scott	400
McQueen, Elizabeth	42, 428
McQueen, Richard	40
McSkimming, Barbara	399
Medical Reports - Ontario Health Insurance Plan (O.H.I.P.)	57
Meek, Ruth	218
Memorandum 1991: B4, Ministry of Education	29
Memorandums of Agreements - <i>see Collective Agreements</i>	
Mendelson, Judith	284
Mennaman, Anja	65, 252
Metropolitan Separate School Board	386
Middaugh, Angela	381
Middle School, Admission of Grade 6 students	243
Mieczanec, Edward	103
Mill Rate	421
Millen, Lindy	63
Mills, Margaret F.	101, 451
Mills, Ronald	220
Minister of Education and Training	97, 207, 263, 318
Minister of National Revenue	207
Minister of State for Employment and Immigration	385
Ministry of Education and Training	226, 271, 276, 303, 306, 409
Minne, Caroline	42, 105, 428
Minutes, Recording	338, 343
Misiti, Ana	64
Mitchell, Clay	278
Mitton, Penelope	283, 381
Mlekuz, Thomas	63
Model for Program Costing	316
Modica, Mary	42, 105
Modified Adult Basic Education Class - Briarwood	273
Moffatt, Heather	283, 380
Mohar, Anita	253, 428

Mohawk College	273
Moir, Kathleen	326
Moir, Patricia	39
Moll, Richard	358
Monarchist League of Canada	303
Montgomery, Allison	41, 284, 326
Mooney, Joanne	377
Moore, Gregory	330, 428
Moore, Jeffrey	326
Moreton, Linda	382
Morgante, James	63
Morrissey, Louise	283, 381
Morris, Margaret-Mary	326
Morris, Maria	38
Morrison, Laureen	285
Morrone, Susan	326
Morrow, Donald	399
Moses, Cherylin	39, 283, 380
Moses, Mark	42, 253, 381
Mothers Who Care	263
Mountain Secondary School	318
Mulholland, Carol	331
Muller, Janis	404
Muma, Susan	427
Mumby, Melanie	279, 396
Municipal Election, 1994	406
Murray, Dawn	385
Murray, Marilyn	251, 252
Must, Karen	283, 380
Name Search Committee	318
Natural Gas, Consortium	421
Neil, Carol	218, 385
Neufeld, Richard	281
Newcombe House	379
Ngo, Hung	278
Niagara South Board of Education	207, 388
Nichol, Jeffrey	278
Nicholls, Nancy	384
Niessen, John	63
Niewland, Jack	284
Nishizaki, Y. Diane	39
Nolan, Gary	63, 64, 252
Norman, Russell	101
North, Douglas	285

Norwood Park School, Prism Award	303
Nowicki, Karen	322
Nunes, Neville.....	278
O'Connor, James.....	279
O'Halloran, Sharon	329
Obermeyer, Dale	329
Occupational Health and Safety	323
Office and Professional Employees International Union, Local 527.....	289
Oja, William.....	62, 248
Oliver, Lorraine.....	359, 454
Omorean, George.....	328
Ontario Education Research Council.....	58
Ontario Health Insurance Plan (O.H.I.P.) Medical Reports.....	57
Third Party Billing	392
Ontario Municipal Board.....	98
Ontario Municipal Employees Retirement System (OMERS), downsizing.....	451
Ontario Public School Boards' Association	58, 212
Ontario Public School Teachers' Federation., Pay Equity	107
Ontario Secondary School Teachers' Federation - (O.S.S.T.F.) Office, Clerical and Technical Unit (O.C.T.U.)	116, 117, 211
Ontario Treasurer's Report	265
Onteora School	446
Opening and Closing Exercises.....	272, 409
Operations Management Committee Reports of	32, 57, 97, 212, 241, 272, 316, 343, 391, 420
Special Reports	106, 255, 286, 347
Name Change.....	343
Opie, Tara	326
Organizational Configuration, Senior Management	34
Ormerod, David.....	381
Orta, Rose	328
Ouellette, Carl.....	284
Outram, June	40, 385
Painting Program.....	286
Paonessa, Catherine.....	248, 396
Paquette, Michelle.....	326
Paradis, Linda	104, 359
Parent, Oscar	377

Parental Leaves and Unemployment Benefits.....	20, 49, 385
Parkview School	245, 306
Paterson, Sharon.....	253, 428
Patrick, Elizabeth	219
Pay Equity Plan	107, 108
Pearson, Barbara	401
Pearson, Steven	401
Pediculosis	58
Penney, Tiziana	285
Performance Appraisals	397
Perrault, Diane	282
Personnel and Organization Committee.....	345
Reports of	37, 61, 100, 216, 247, 277, 321, 395, 424, 450
Special Reports	43, 67, 107, 333, 355, 379, 403, 432, 456
Peterson, Elvira	250
Philip, Cynthia	104
Philip, Robert.....	9, 282, 409
Phillips, David.....	254
Phoenix Alternate Education, re-location	288
Photo Identification.....	434
Physical and Health Education.....	318
Co-ordinator.....	279
Pickup, Russell.....	382
Pidgeon, Corrie.....	326
Piet, Richard.....	326
Plant Department.....	333, 395, 423
Plant, Margaret.....	303
Playfair, Brian	326
Pocq, Ann.....	249
Pohl, Laima	284, 454
Police Department	274
Policies	
Attendance Management	397
Child Care	274
Consolidation of School Accommodation, Secondary Schools	255
Harassment, Policy Against.....	324
Inclusive Language.....	324
Occupational Health and Safety.....	323
School Closure.....	256
School Trips, Practices and Guidelines.....	275
Transportation, amended.....	348
Poot, James	281
Poot, John.....	399
Portelance, Gisele.....	64, 329
Post-secondary information.....	390

Potocic, Linda.....	253
Potter, Stephen.....	326
Powell, B.....	263
Preston, Katherine.....	104
Primary, Junior and Transition Years' Consultants.....	466
Prince Philip School.....	347
Principal and Vice-Principals, promotion process.....	51, 91, 309, 452
Printing Department, functions and staff transfer.....	462
Prism Award, 1993.....	303
Professional and Administrative Support Staff (PASS)	
Social Contract.....	372
Professional Development Day.....	227
deleted.....	245
Professional Relationships.....	32
Proforma Budget.....	392, 421
Program, Assistant Superintendent of.....	325
Program Committee	
Reports of.....	343, 389, 402, 418, 443
Special Reports.....	407, 445
Program Costing.....	213
Program Department Secretary, Identification, Placement and	
Review Committee, posting.....	466
Program Research Analyst.....	462
Program Review.....	27
Property, Insurance, Audit and Assessment, functions consolidated....	463
Provincial Mathematics Benchmarks.....	96
Provincial Mathematics Review Status Report.....	273, 316
Pryde-Baker, Darlene.....	219, 400
Psarakis, Athanasia.....	218
Psycho-Educational Consultants.....	466
Psychological Profiles and Academic Performance.....	58
Psychological Profiles, Summary of Recommendations.....	55
Psychological Services.....	245
Psychologist, Chief, supervisory responsibility.....	466
Public Health Department.....	306
Pediculosis.....	58
Public Relations Officer.....	462
Assistant, restructuring.....	462
Public Relations Plan.....	447
Pupil Suspensions.....	421
Purchasing Department, staff reduction.....	463
Purdy, Ruth.....	454
Putignano, Michelyn.....	65
Putman, Karen.....	283, 380
Pyke, Dale.....	399

Quarter Century Club	409, 433
Queen's University	393
Queen Mary School	446
Capital Projects	21, 33
Quinn, Bruce	329
Quinn, Louise	104, 252
Quinn, Murray	384
 R.A. Riddell School	 393
Race Relations and Ethnocultural Equity	315
Radford, Susan	400
Radke, Brian	280, 284
Rappolt, Gail	359
Raso, Lee	358
Rea, Beverley	220
Reader's Digest Outstanding Leader in Education	302
Real Estate Market	287
Recognition of Excellence Award, 1993	385
Recording Minutes	338, 343
Recreation Centres	
Bennetto School	243
Dalewood School	243
Hill Park Secondary School	243
Sanford Avenue School	243
Sir Allan MacNab Secondary School	243
Sir Wilfrid Laurier School	243
Sir Winston Churchill Secondary School	243
Reddie, Erin-Blythe	399
Redpath, Norval	284
Reed, Donald	282
Rees, Christine	382
Reese, Janice	326
Rehill, Michael	326
Reid, Clyde	103
Reid, Lorene	101
Reid, Maureen	218, 283, 380
Reilly, Keith A.	43
Reitzel, Joanne	356
Religious Education, Committee to Study	28, 49, 240
Reports of	271
Education about	409
Opening or Closing Exercises	272, 409
Synod of the Diocese of Niagara	272
Rempel, Linda	251, 427

Rempel, Sarah.....	303
Renfrew, David	250
Replacement Needs - ERIP, Plant Department	333
Research Department, second secretary.....	462
Research Services.....	245
Reserve for Assessment Appeal: Dofasco	57
Restoration Program	287
Restructuring	461
Administrative Services	462
Caretaking Serving.....	396, 403
Financial Services	463
Fund	392, 394, 420, 423
Human Resources	463
Interim Report.....	384
Plan	334
Plant Department	395, 403, 423
Program Services	465
Stage I, report	259, 260
Superintendent of Schools	467
Retention Committee.....	239
Retention Report Action Plan.....	389
Retention Schedules	421
Retirement Reception	335
Retirement Survey	56
Reynolds, Euphemia	247
Reynolds, Valerie	219, 252, 285
Rhodes, Lois M.	219
Richard Beasley School	
Environmental Bronze School Certificate	22
Richardson, Kimberley	454
Ridderstap, Anita.....	40, 66
Rielly, Keith A.	43
Rielly, Marlene.....	285
Rifle Range Road/Ewen Road.....	347
Rikic-McCarthy, Maria.....	105, 329
Rinas, Elizabeth	285, 454
Rivida DiFazio, Anna	284
Robb, Douglas.....	284
Robertson, Norma.....	399
Robertson, Susan	283, 383
Robinson, Tina	38, 248
Robson, Teresa	427
Rogers, Allen.....	408
Rogers, David.....	303, 399
Rogers, Shirley	49

Romaniw, Sherry	285
Ronhaar, Alice	66, 454
Roof, Education Centre	392
Roofing Program	287
Rookwood, Norma	328
Ross, Barbara	401
Roswell, Jeffrey	66
Rotary Club	262
Rouleau, Judith	253
Roxborough Park School	434
Roy, Rita	278
Rules and Regulations Committee	32, 304, 343, 386, 410
Reports of	343, 413
Amendments	343, 413
Runco, Joanne	279, 396
Rush, Lloyd	249
Russ, Robert	249
Rutherford, Richard	322
Ryckman, Sharon	217
Ryerson School	289
Architect	287
Middle School Program	288
 Sabourin, Mark	 359
Safety Technician, posting	464
Sage, Daryl	259
Salary Agreements	
C.U.P.E., Local 1344	69
O.P.E.I.U., Local 527	289
O.S.S.T.F., O.C.T.U.	117
Senior Officials	44
Salary Committee, Reports of	44, 69, 116, 211, 289, 346
Saliccioli, Cherilyn	326
Sally, Patricia	253
Sampson, Michael	399
Sanders, Margaret	250, 385
Sands, Nadine	253, 428
Sanelli, Lisa	285
Sanford Avenue School	243
Savage, Lisa	
Sawatzky, Alison	330, 381
Sawford, Dawn	220
Scaini, Carol	280
Scarborough Board of Education	263, 303

Scarcelli, John	357, 425
Scarcelli, Mirella	428
Scarrow, Daniel	426
Scarth, Katherine	382
Scherer, Avaneil	409
Schiedel, Adele	253, 285, 327
Schien, Cynthia	326
Schneider, Mary	428
Schofield, Bryan	278, 466
Schofield, Ellen	20
Scholarships	409
School Buses, Ministry Legislation	275
School Closing, Hillsdale School	36
School Closure Policy	256
School Closures	
Ainslie Wood, Crestwood, Caledon, Parkview	245
School Trips	34, 59, 92, 98, 214, 236, 241, 244, 268, 276, 311, 318, 377, 393, 414, 422, 448
Committee	391
Guidelines	33, 27, 275, 391
Safety of Students	438
School Year Calendar	227, 241, 245, 303, 362, 373, 430
Georges P.-Vanier Secondary School	236, 431
Schools, lease	288
Schools, surplus	287
Schultz, Linda	219
Schuster, Cornelia	65, 252
Schwarz, Stella A.	38
Scordino, Philip	321
Scott Park Secondary School, Lawrence Alternative Program	288
Scott, Ingrid	323, 396
Scott, Paula	104, 251
Scott, Sarah	40
Second Secretary, software technician	462
Secondary Composite School, class size	100
Secondary School Principals' Council, Hamilton	213
Secondary School Students' Councils	213
Secondary Schools, Staffing Report	42
Secretary to the former Superintendent of Schools	462
Secretary to the Officer, Public Relations	462
Section 27 Programs	379, 418
Sectoral Agreement for Schools	362
Security Company, Board's	274
SEEDS Foundation	22, 50, 90, 209, 262, 266, 303
Seguin, Keith	37

Seguin, Theresa.....	453
Selection Process Committee, Learning Materials.....	263
Senior Management, organizational configuration.....	34
Senior Officials	
Benefits.....	346
Salary Agreement.....	44
Social Contract Act.....	372
Senson D'Addario, Helen.....	426, 454
Serial Killer Cards.....	207
Shaboluk, Jody.....	326
Shaker, Susan.....	63
Shannon, Eileen.....	401
Sharp, Eleanor.....	278
Sharples, Elizabeth.....	326
Sheraton Hotel.....	335
Sherwood Secondary School.....	86
Sherwood, Jane.....	453
Shewfelt, Jim.....	218
Shewfelt, Karen.....	428
Shewfelt, Paul.....	398
Shirley, Carolle.....	41, 65, 358
Sick Leave and Attendance Clerk.....	464
Simeoni, Linda.....	414
Simpson, James.....	40
Simpson, Jean.....	285
Simpson, Mark.....	283, 380
Sims, Halina.....	355
Sims, Jon.....	399
Sinclair, Bruce.....	278
Sinclair, Joanne.....	252
Sindall, Carol.....	42, 283, 380, 383
Sir Allan MacNab Secondary School.....	243, 393
Sir John A. Macdonald Secondary School.....	302
Stage Technician.....	463
Sir Wilfrid Laurier School.....	243, 262
Sir Winston Churchill Secondary School.....	243
Skills and Technology Centre.....	255
Slater, Sharon.....	427
Sloan, Geraldine.....	283, 428
Small, Carla.....	103
Smith, Darlene.....	328, 427
Smith, Doris.....	454
Smith, Kenneth.....	326
Smith, Linda.....	63
Snowling, Roger.....	252

Sobota, Mary	326
Social Contract	257, 350, 352, 365, 368, 388, 409, 433
Reports of	352, 362
Agreements, Non-Teaching Support and Occasional Teachers	365, 370
Agreements, Teaching	365, 370
C.U.P.E., Local 1344	372
Non-Bargaining Unit Plans	361, 371
P.A.S.S.	372
Secondary Clerical Staff	459
Sub-Sectoral Framework Agreements	365
School Year Calendar	373, 375
Team Membership	352
Unpaid Leave Days	429
Software Technician, secretary	462
Solicitors	8, 45
Somerville, Lillian	357
Southview School	443
Southward, Brenda	66, 330
Special Assignment Teacher - Gifted Education, position deleted	465
Special Education Advisory Committee	
Reports of	34, 36, 58, 98, 213, 245, 275, 276, 389, 421, 443
Annual Review, Tenth, Special Education Report	276
Attendance, Superintendent of Schools	213
Meeting Dates	421
Special Education Appeal Committee	353
Special Education	
Consultants, reduction from five to four	467
Consultant, Able, Gifted and Talented Education	465
Co-ordinator of Special Education	465
Supervisor of Special Education	465, 466
Special Education Funding	34
Special Needs Students	273
Specific Learning Disability Students	213, 418, 443
Speech and Language Program Leader, posting	466
Spera, Mark	62, 66, 283, 380
Spragg, William	327
Spree, Robert	63
Stacey, Lorraine	433
Staffing, Caledon/Crestwood School	231
Staffing Co-ordinator	247, 325, 464
Staffing Reports	
Full Time Equivalent Positions	38, 62, 102, 217, 248, 279, 323, 379, 397, 451
Supply Teachers, Reports	38, 62, 102, 217, 248, 279, 323, 397, 451

Secondary Schools, Staffing Report	42
Stage Technician, reassigned	463
Staggered Hours/Double Runs, bussing	348
Stanbury, Helen	385
Standardized Testing	444
Standing Committees, Mandates	344
Stanton, Pamela	42
Staples Family	385
Starodub, Kathryn	401
Stasiulis, Kristina	249
Stavnitzky, Pauline	283, 381
Steele, Marjorie	41, 252, 382
Stennick, Marilyn	103
Stephanian, Sharon	326
Stewart, Brenda	284, 382
Stewart, Catherine	42
Stewart, Cheryl	359
Stewart, Elaine	66, 428
Stirling, Aurelie	101, 102
Stockwell, Allan S.	43
Stonehouse, Lesley	105, 285, 428
Stones, Patricia	250
Stonkus, Grazina	64, 285
Stormont, Dundas and Glengarry Roman Catholic Secondary School Board	207, 263, 275, 409
Strathcona School, Grade 6	288
Stringer, E.L.	8
Strobl, Mark	251
Structure and Functions in Program	27
Student Dress Code	386
Student Health Centre	318
Student Information, Computer Format for Handling	275
Students for Positive Sexual Choices	59
Sturgess, Tina	330, 403
Substitute Cleaner Usage, Report	323, 397, 451
Suicide Prevention, Council on	409
Summer School	445
Superintendent of Administrative Services, secretary	462
Superintendent of Finance and Treasurer	398
Superintendent of Human Resources	259, 310, 325, 331, 333
Assistant	465
Superintendent of Program	260, 466
Superintendent of Schools Appointment	42
Area Supervisors, position retained and redefined	467
Assistants to the Superintendent	467

Supervised Alternative Learning for Excused Pupils Committee	
Annual Report.....	317
Statistical Report.....	320
Supervisor of Asbestos Response Team	465
Supply Teachers, Reports	38, 62, 102, 217, 248, 279, 323, 397, 451
Supyk, Edward	453
Surat, Kasturie	249
Surplus Schools, Sale of	446
Suspensions, Pupil.....	421
Symboluk, Stanley.....	249, 250
Synod of the Diocese of Niagara	49, 272
Szombathy Family	226
Szombathy, Zolton.....	220
Talbot, Donna.....	251
Tanglao-Dwyer, Madeleine.....	252
Tanner, Carol	65, 104, 328
Task Force on Poverty	262
Tassy-Gall, Madeleine.....	220
Tate, Christine.....	251, 330, 454
Tax Levy Payments, correspondence.....	207
Taylor, Kim.....	250
Technological Equipment, funding.....	303
Technological Skills Education, Vocational, Future of.....	255
Teen Health Centre.....	307, 318
Terry Fox Youth Centre.....	263
Textbook and Learning Material Approval.....	316
Thacker, Marjorie.....	37
Thayer, Ethel.....	281
Therrien, Raymond.....	377
Thomas, William.....	40
Thornbrae School	303
Environmental Bronze School Certificate	90
Thur, Patti.....	281
Tindall, Lauren.....	249, 328, 382
Tipoulow, Louis	399
Tkach, Barbara.....	327
Tomlinson, Janice.....	355, 356, 466
Toppan, Pamela.....	39, 283, 380
Torrance, Sylvia	327
Toth, Steven	283, 381
Transition Years	99, 226, 228, 263
Report.....	98, 106, 275, 443
Ministry Response	34

Transition Years and Destreaming	97, 263, 275
Transitional Work Experience Program (T.W.E.P.)	277
Transportation	
Middle School Students	274
Ministry Legislation	275
Transportation Annual Report	213
Transportation Committee	32
Reports of	317, 347
Transportation Department, staff reduction	463
Transportation Safety	207
Transportation Policy, amended	348
Trapp, Jacqueline	326
Tri-Board Family Violence Prevention Project	271
Trifunski, Tracy	105, 220, 252
Trikoupis, E. Kathy	253
Trustee Honorarium	457
Tuite, Kathryn	39, 283, 380
Tulumello-Cappelletti, Marianna	400
Turnbull, Nancy	65
Turnbull, William	257, 356
Turner, Debbie	427
Tweedy, Alison	104, 329
Tzaras, Flora	41, 329
Uchimaru, Brenda	283
Urie, William	8
Vacancy, Non-teaching staff	356
Valiquette, Fiona	64, 252, 326
Vallance, Mary	330, 428
Vallee Way General Contractors Limited	243
Van Boom, Patricia	426
van der Spuy-Armstrong, Therese	283
Van Oene, Catherine	251
Van Wyck, Robert	328
Vandenburg, Wendy	67, 283, 380
Vanderwal, Pauline	427
Ventilation Renovations, Hillsdale School	36
Vermeulen, Henry	327
Vice-Principals and Principals, promotion process	51, 91, 309, 452
Video, "Jesus"	263
Violence in the Media	263, 385
Visentin, Elizabeth	219, 252

Vocational and Technological Skills Education, Future of.....	255
Vukosa, Paul	428
Vuletic, Wendy.....	322
W.H. Ballard School.....	261
Wage Freeze, Legislated	207, 388
Walker, Lark	285
Walker, Linda.....	326
Walker, Paula.....	251
Wallace, Kenneth	453
Wallace-Brown, Christine.....	250
Walter Clarke Outstanding Teacher Award	90
Warehouse Assistants, reduction of.....	463
Warriner, Julie	41
Waterman, Charles	327, 335
Weare, John.....	326
Weber, Kathryn	251
Weber, Tracy.....	381
Webster, Catherine	253
Weedon-MacDonald, Sara	267
Weil, Marlene	41, 285, 358
Weil, Russell	322
Weingartner, John V.....	40
Weir, David.....	63
Welsh, Mary.....	64, 284, 329
Weresch, Franz.....	249
Westdale Secondary School	402
Westmount	243
Annual Report, '90.....	214, 215
Westwood School, Library and Parking.....	287
White, Denise.....	454
White, Dorothy	252
White, Janet	385
Whittle, William.....	281
Whitworth, Terri	329
Whyte, Giselle.....	278
Wichman, Lois	326
Wilfrid Laurier University	272
Wilkes, Lucinda	278
Wilkie, Evelyn.....	219, 252, 358
Willemsen, Tammy.....	217, 451
Willett, George.....	64
Williams, Joy.....	328
Williams, Kenneth.....	326

Willson, Dorothy	401
Wilmot, Michael.....	41, 328
Wilson, Anne-Marie	284
Wilson, Beverley	358
Wilson, Christine.....	41
Wilson, Sue	8
Wilson, Helen.....	8
Wilson, Robert	282
Wilson, Wendy	329
Winsor, Marlene.....	41, 65, 400
Wisborg, Brenda.....	41, 284, 427
Wolven, Dora	426
Wood, Donald	103
Wood-Martin, Brenda.....	326
Woodman, Kendyll.....	220
Woolfrey-Cooper, Linda	356, 400
Workers' Compensation	323, 424
Workload Study	
Plant Department	100, 356, 423, 450
Caretaking Department	217
World Health Organization	393
Worthington, Graham	281, 357
Wright, Claire	249
Wright, David.....	281
Wynn-Jones, Barbara.....	326
 Yantzi, Katherine	 251
Yaremko, Rosalie	282, 385
Yarwood, Barbara.....	219
York Board of Education, City of.....	386
Younes, Radia	326
Youngblud, Catherine.....	356
Youth Advisory Committee, Mayor's.....	243
Yurkiw Family	207
Yurkiw, Joseph.....	89
 Zarek, Brenda.....	 359
Zimmerman, Diane.....	426
Zimmerman, Fern.....	41

THE BOARD OF EDUCATION

1992-1993

English Language Section Trustees Elected by Public School Electors

- | | |
|------------|--|
| Ward No. 1 | – Mrs. Judith Bishop, B.A., M.A. |
| Ward No. 1 | – Ms. Helen Wilson, B.A. |
| Ward No. 2 | – Mrs. Carol Mason |
| Ward No. 2 | – Dr. John Johnston, B.A., M.A., B.D., Th.M.,
Ph.D., D.D. |
| Ward No. 3 | – Mr. Bert Allen |
| Ward No. 3 | – Mr. Robert Stewart |
| Ward No. 4 | – Mr. Ray Mulholland |
| Ward No. 4 | – Mrs. Sandy Hill, B.A. |
| Ward No. 5 | – Miss Margaret Cunningham |
| Ward No. 5 | – Canon Joseph Rogers, C.D., S.Th. |
| Ward No. 6 | – Mr. Grant Darby, B.Sc., B.Ed. |
| Ward No. 6 | – Mrs. Marion Lowe |
| Ward No. 7 | – Mr. Geoff Korz, B.A. |
| Ward No. 7 | – Ms. Lillian Orban, B.A., M.Ed. |
| Ward No. 8 | – Mr. Wes Hicks, B.A. |
| Ward No. 8 | – Mrs. Sue Rodgerson, B.A. |

French Language Section Trustees Elected by French-Language Electors

Mr. Jean Desmarais, B.A.Sc., P.Eng.
Mr. Hubert Paquin
Ms. Marie Patenaude, B.A.

Term ending 1994 11 30

OFFICERS OF THE BOARD

K. A. RIELLY, B.A.,B.Ed.,M.Sc.Ed.....Director of Education
and Secretary and Chief Executive Officer

A. L STOCKWELL, B.A.,B.EdAssociate
Director of Education

P. E. SHEWFELT, C.M.A.Superintendent of Finance
and Treasurer

B. SINCLAIR, B.A.....Superintendent of Human Resources

R. T. ORLANDO, B.A.Sc.,P.EngSuperintendent of Plant

E. G. BOND, B.A.,M.ASuperintendent of Program

M. E. QUINN, B.A.,M.Sc.Ed.Superintendent of Schools
Area 1

N. NICHOLLS, B.Ph.E.,M.Sc.Ed.....Superintendent of Schools
Area 2

R. W. BINNS, B.Sc.,M.Ed.....Superintendent of Schools
Area 3

P. GILLIE, B.A.,M.S.Ed.Superintendent of Schools
Area 4

R. LAVOIE, B.A., M.Sc.Ed.....Superintendent of Schools
French as a First Language

ORGANIZATION OF THE BOARD

MARGARET CUNNINGHAM, CHAIRMAN

SANDY HILL, VICE-CHAIRMAN

**JEAN DESMARAIS, CHAIRMAN
FRENCH LANGUAGE SECTION**

DEVELOPMENT COMMITTEE

Trustees Bishop, Lowe, Mason, Mulholland, Patenaude, Wilson and Cunningham (Chairman of the Board).

OPERATIONS MANAGEMENT COMMITTEE

Trustees Desmarais, Johnston, Korz, Orban, Rodgerson, Rogers and Cunningham (Chairman of the Board).

PERSONNEL & ORGANIZATION COMMITTEE

Trustees Allen, Darby, Hicks, Hill, Paquin, Stewart and Cunningham (Chairman of the Board).

SPECIAL EDUCATION ADVISORY COMMITTEE

Trustees Bishop, Patenaude, Wilson and Allen (representing the Chairman of the Board), one representative from each of the local associations (not to exceed twelve) and one or more additional members not from the aforementioned.

SUPERVISED ALTERNATIVE LEARNING FOR EXCUSED PUPILS COMMITTEE

Trustees Allen, Bishop, Johnston, Orban, Rogers and Cunningham (Chairman of the Board).

JOINT COMMITTEE WITH THE HAMILTON WENT- WORTH SEPARATE SCHOOL BOARD

Trustees Johnston, Orban, Paquin and Korz (representing the Chairman of the Board).

BUDGET REVIEW

All members of the Board.

RULES AND REGULATIONS

Trustees Desmarais, Hicks, Hill, Korz, Rodgerson, Rogers and Cunningham (Chairman of the Board).

IDENTIFICATION, PLACEMENT AND REVIEW COMMITTEE

Trustee Wilson.

AFFIRMATIVE ACTION/EMPLOYMENT EQUITY COMMITTEE

Trustees Allen, Bishop, Orban, Rodgerson and Cunningham (Chairman of the Board).

SALARY COMMITTEE

Trustees Hicks, Hill, Korz, Stewart and Cunningham (Chairman of the Board). Trustee Paquin will represent the French Language Section for negotiations with the Association des enseignantes et des enseignants Franco-ontariens.

MINUTES
BOARD OF EDUCATION
FOR THE CITY OF HAMILTON
1992 – 1993

INAUGURAL MEETING

Board Room
Education Centre
1992 12 01

The Board met with Mr. K. A. Rielly, Director of Education and Secretary, presiding.

Present: Trustees Allen, Bishop, Cunningham, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgeron, Rogers, Stewart and Wilson.

The Secretary called for nominations for the position of Chairman of the Board.

Moved by Mrs. Lowe, seconded by Mr. Stewart: That Margaret Cunningham be Chairman of the Board of Education for the City of Hamilton for the year ending 1993 11 30. Carried.

The Secretary then called for nominations for the position of Chairman of the French Language Section.

Moved by Mr. Paquin, seconded by Ms. Patenaude: That Jean Desmarais be Chairman of the French Language Section for the year ending 1993 11 30. Carried.

The Secretary called on Mr. Ian Gordon, Solicitor, who led the members through the Declaration for the Office of Trustee and the Oath of Allegiance.

Miss Cunningham took the chair and introduced the platform guests: Reverend Martin Rule and Jack Duncan representing the Wentworth County School Board.

The Chairman then proceeded with the general business of the meeting and called for nominations for the position of Vice-Chairman of the Board.

Moved by Mr. Mulholland, seconded by Mr. Allen: That Sandy Hill be Vice-Chairman of the Board for 1993. Carried.

Moved by Mr. Stewart, seconded by Mr. Darby: That the Rules and Regulations of the Board, as amended and approved in 1992, be adopted for the year ending 1993 11 30. Carried.

Moved by Mr. Desmarais, seconded by Mr. Hicks: That the membership of the following committees be approved for the year ending 1993 11 30:

DEVELOPMENT COMMITTEE

Trustees Bishop, Lowe, Mason, Mulholland, Patenaude, Wilson and Cunningham (Chairman of the Board).

OPERATIONS MANAGEMENT COMMITTEE

Trustees Desmarais, Johnston, Korz, Orban, Rodgerson, Rogers and Cunningham (Chairman of the Board).

PERSONNEL & ORGANIZATION COMMITTEE

Trustees Allen, Darby, Hicks, Hill, Paquin, Stewart and Cunningham (Chairman of the Board).

SPECIAL EDUCATION ADVISORY COMMITTEE

Trustees Bishop, Patenaude, Wilson and Allen (representing the Chairman of the Board), one representative from each of the local associations (not to exceed twelve) and one or more additional members not from the aforementioned.

SUPERVISED ALTERNATIVE LEARNING FOR EXCUSED PUPILS COMMITTEE

Trustees Allen, Bishop, Johnston, Orban, Rogers and Cunningham (Chairman of the Board).

**JOINT COMMITTEE WITH THE HAMILTON WENT-
WORTH SEPARATE SCHOOL BOARD**

Trustees Johnston, Orban, Paquin and Korz (representing the Chairman of the Board).

BUDGET REVIEW

All members of the Board.

RULES AND REGULATIONS

Trustees Desmarais, Hicks, Hill, Korz, Rodgerson, Rogers and Cunningham (Chairman of the Board).

**IDENTIFICATION, PLACEMENT AND
REVIEW COMMITTEE**

Trustee Wilson.

**AFFIRMATIVE ACTION/EMPLOYMENT
EQUITY COMMITTEE**

Trustees Allen, Bishop, Orban, Rodgerson and Cunningham (Chairman of the Board).

SALARY COMMITTEE

Trustees Hicks, Hill, Korz, Stewart and Cunningham (Chairman of the Board). Trustee Paquin will represent the French Language Section for negotiations with the Association des enseignantes et des enseignants Franco-ontariens.

The motion was put to a vote and was Carried.

Moved by Mrs. Hill, seconded by Mrs. Bishop: That Marion Lowe be Chairman of the Development Committee for 1993. Carried.

Moved by Mrs. Bishop, seconded by Ms. Wilson: That John Johnston be Chairman of the Operations Management Committee for 1993. Carried.

Moved by Mr. Darby, seconded by Mrs. Hill: That Robert Stewart be Chairman of the Personnel and Organization Committee for 1993. Carried.

Moved by Mrs. Rodgerson, seconded by Mrs. Bishop: That Ms. Lillian Orban represent this Board on the Hamilton Council of Home and School Associations for the year ending 1993 11 30. Carried.

Moved by Ms. Wilson, seconded by Mrs. Bishop: That Mrs. Carol Mason and Mrs. Sue Rodgerson represent this Board on the Parks and Recreation Committee of City Council for the year ending 1993 11 30. Carried.

Moved by Mr. Hicks, seconded by Mr. Mulholland: That Mr. Doug Kelterborn represent this Board on the Planning and Development Committee of City Council, with Dr. John Johnston as the alternate, for the year ending 1993 11 30. Carried.

Moved by Mr. Allen, seconded by Mr. Mulholland: That Trustees Bishop and Hill be appointed as the Board's representatives to the Umbrella Board of Family and Child Care Centres of Hamilton for the year ending 1993 11 30. Carried.

Moved by Mr. Korz, seconded by Ms. Orban: That Mr. William Urie represent this Board on the Hamilton Safety Council for the year ending 1993 11 30. Carried.

Moved by Ms. Patenaude, seconded by Mr. Darby: That Miss Sue Wilson represent this Board on the Transport and Environment Committee of City Council, with Mr. Geoff Korz as the alternate, for the year ending 1993 11 30. Carried.

Moved by Mrs. Mason, seconded by Mr. Allen: That Ms. Helen Wilson represent this Board on the Co-operative Education Association, with Ms. Lillian Orban as the alternate, for the year ending 1993 11 30. Carried.

Moved by Ms. Orban, seconded by Mr. Korz: That Mr. S. M. Halpern, Mr. E. L. Stringer, Q.C.; Mr. J. Evans, Q.C.; and the firm of Evans, Philp be appointed solicitors for the Board of Education for the City of Hamilton for the year ending 1993 11 30. Carried.

Moved by Dr. Johnston, seconded by Ms. Orban: That the firm of MacGillivray Partners be appointed auditors for the Board of Education for the City of Hamilton for the year ending 1993 11 30. Carried.

The members were informed that Margaret MacGillivray and Robert Philip, who are continuing as representatives to the Hamilton Library Board, are in their second year of a three year term appointment (ending 1994 11 30).

The Chairman then called on Reverend Rule to give the invocation. Jack Duncan brought greetings on behalf of the Wentworth County Board of Education and expressed best wishes to the Board for 1993. The Chairman noted regrets for being unable to bring greetings were received from the City of Hamilton, the Regional Municipality of Hamilton-Wentworth and the Hamilton-Wentworth Roman Catholic Separate School Board.

The Secretary of the Board called on Miss Cunningham as the Chairman of the 1993 Board to give her Inaugural Address. (Page 11)

The Chairman acknowledged the presence of the following representatives in the audience: Sharon O'Halloran, Hamilton Women Teachers' Association; Jim Douglas, O.S.S.T.F., District 8; Susan Ham, Professional Student Services Personnel, O.S.S.T.F., District 8; Bev Wilson, Office Clerical and Technical Unit, O.S.S.T.F., District 8; Susan Crawford, Office and Professional Employees International Union, Local 527 (Secondary Clerical); Marian Rutter, O.P.S.T.F., Elementary Occasional Teachers; Victoria Shymlosky, O.S.S.T.F., Secondary Occasional Teachers; and Eva Riis-Culver, Home and School Association.

Brian Patrick, President of the Student Council at Westdale Secondary School, presented a gavel to Miss Cunningham.

The members joined the many guests, staff, family and friends in the Main Auditorium for the entertainment by the Ukulele Band from Westwood Elementary School.

At the conclusion of the entertainment, the members and guests were invited to partake of refreshments.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

CHAIRMAN'S INAUGURAL ADDRESS
December 1, 1992

Honoured Guests, Ladies and Gentlemen and Fellow Trustees:

This evening my fellow Trustees have bestowed upon me the privilege of serving as Chairman of the Board for 1993. This is the third time I have been granted this honour and though I would like to say the challenge of the position is easier the third time around, that is not the case.

As we move closer and closer to the twenty-first Century, the challenges we face in determining how to best prepare our young people for the workplace and for colleges and universities grow more complex. As Chairman of the Board, I do not have a monopoly on the right answers; neither does any one individual trustee; nor do we as a Board. I am increasingly convinced that the only way in which we can hope to ask the right questions and come up with the right answers is if we have the ability to work together harmoniously towards the common goal of quality education for all children and adults in Hamilton.

Because educational issues are not simple, inevitably there will be disagreements from time to time over policy directions I want to state very clearly this evening that I am committed to a collaborative and consultative style of leadership. The crisis we are facing in education is serious; the actions we may have to take in order to protect and preserve our fundamental mission as an educational system will be far reaching, and I believe success will be attained only if we all understand the issues and tackle them together.

Having said that, I would like to introduce my peers upon whom I rely for their support, leadership, dedication and untiring efforts on behalf of our system:

Ward 1: Trustee Judith Bishop
Trustee Helen Wilson
Ward 2: Trustee John Johnston (Chairman O.M.C.)
Trustee Carol Mason

- Ward 3: Trustee Bert Allen
Trustee Robert Stewart (Chairman P & O)
- Ward 4: Trustee Ray Mulholland
Trustee Sandy Hill (Vice-Chairman)
- Ward 5: Trustee Joe Rogers
- Ward 6: Trustee Marion Lowe (Chairman – Development)
Trustee Grant Darby
- Ward 7: Trustee Geoff Korz
Trustee Lillian Orban
- Ward 8: Trustee Wesley Hicks
Trustee Sue Rodgers

French Language Section (City-wide representation)

- Trustee Jean Desmarais (Chairman)
Trustee Hubert Paquin
Trustee Marie Patenaude

At this time I wish to express my sincere appreciation and thanks to those trustees who in 1992 comprised what is known as the Chairs' Committee and took a leadership role on behalf of the Board:

Trustee Hicks – Vice Chairman

Standing Committee Chairmen:

- Trustee Korz – Development Committee
Trustee Hill – Operations Management Committee
Trustee Mulholland – Personnel and Organization Committee
French Language Section Chairman – Trustee Desmarais

I would also thank Trustee Robert Stewart, Chairman of the Salary Committee, for his dedication. I know Bob has spent many long hours negotiating contracts and has served the Board well in this capacity. Thank you Bob.

Boards of Education have two main areas – Program and Finance, and I would like to outline where I see our Board in each area:

PROGRAM

In response to unprecedented changes reflected through technological advances, the information explosion, globalization,

financial restraints, diverse family structures, environmental issues, the aging population, public demand for accountability and multiculturalism, the Throne Speech in 1989 announced plans for the restructuring of the existing Ontario Educational System from Junior Kindergarten to the end of Secondary education.

The following four critical factors underscored the Ministry of Education's directions in this regard to enable students to move successfully from the post-industrial era to the information and technological age of the 1990's and into the year 2000:

1. Students of today differ significantly from those in the past.
2. Locally and globally, society is demanding quality products and services.
3. Future work requires a different kind of education.
4. The economy can no longer bear the high costs of existing education.

Restructuring of education entails significant changes in roles, rules and relationships within schools, between schools and their communities, within school boards and between school boards and the community so that the school system can serve existing purposes more effectively and future purposes more efficiently in a culture of change.

As a progressive system, we shall respond to these challenges with a continued forward looking, forward thinking and forward acting approach. We shall review our present policies and procedures to re-define our program expectations, broaden our systems of accountability and focus teaching and evaluation strategies on student learning and outcomes-based education.

Educational standards (or benchmarks) outlined in instructional programs will establish worthwhile goals for all by specifying what students should be learning. Their primary focus will be to provide a clear statement to teachers, parents and students about expected results. These statements will, in turn, establish a concrete format for both student and program assessment.

Through an emphasis on what students learn and support for the learning process, outcomes-based learning will give direction to and measure the value of our activities at all levels within the system.

Partnerships with parents and community will not only help define these expectations but will also support school and system programs which address student learning outcomes.

In order to achieve these goals, we shall not be looking back to the basics but rather ahead to the basics that will enable and empower students to function effectively in a world of expanding ideas, to think creatively and critically, and to be life-long learners prepared to live in our information and technology based society. Literacy and numeracy will continue to be the cornerstone of excellence in our education system, along with a strong emphasis on programs in Languages, Science, Mathematics, Technology, the Arts and self and society.

The Hamilton Public School system has a long standing tradition of providing quality educational programs and we shall continue to emphasize excellence, equity, accountability and partnerships to ensure relevant and meaningful education across the system.

FINANCE

Last April, the Board adopted its operating budget for the current calendar year. The seven-month process allocated Two Hundred and Seventy-seven Million Dollars throughout the system to achieve our mandate while maintaining a clear focus on our mission statement.

The process was particularly difficult and resulted in reductions, both in our staff complement and virtually all other aspects of our operations. At that time, the singular most significant influence was the state of our economy at both the Provincial and local levels.

It is regrettable, as our Board enters a New Year, that our economy has not experienced a change in direction. This is par-

ticularly evident in Hamilton, where two of this City's major employers have announced plans for further reorganization. As elected officials, we must be cognizant of this impact, not only on the people involved, but also on our ability to maintain our traditional levels of service.

The challenge we face will be maintaining quality programs and providing support services for our students in an environment of diminishing resources. I believe this can be achieved. Our degree of success, however, will be dependent upon the extent of co-operation and collaboration at all levels within our organization.

My optimism is based upon two current examples: At the Provincial level, we are witnessing a process of collaboration and restructuring through commissions that are examining such issues as:

- a fairer tax system,
- a reform in the funding of services, and
- a process to disentangle the bureaucracy.

At the local level, we are witnessing a collaborative process between the management of one of our largest employers and the work force, participating at all levels to ensure the stability and very existence of that corporation.

Tonight I am not only inviting, but challenging every member of this Board to participate as we continue to review our structure, the efficiency of our operations, and the effective utilization of all human and financial resources, while maintaining a quality level of program that prepares our students for the 21st Century.

As stated earlier, I am not suggesting that our immediate and future deliberations will not be without their difficulties, but the realities are that we must examine the allocation of resources, re-evaluate public expectations, introduce processes of greater accountability and reshape, where necessary, the very means by which we deliver and support a quality program for those we serve.

I repeat again, we can only succeed if we all understand the issues and tackle them together.

There are two issues, in my opinion, that need to be reviewed immediately:

The first is the development of an Integrated Information System.

This project has been in the committee stage for approximately three years, involving staff from various areas; input has been received from the users; we have received presentations, the last being October of this year, outlining time lines, areas of implementation and the estimated cost.

We know when all facets are developed, we, as a system, will be able to quickly and accurately determine the financial impact of educational program, operations and human resource decisions.

The need for an up-to-date computerized integrated information system is paramount.

An effective integrated information system will, in the long run, be cost effective and improve our accountability to the public.

It is time to determine who in fact is responsible for the project, determine the reporting process and let implementation begin.

The second issue concerns the manner in which our system is organized and administered.

Five years ago the Board decided to move towards a more decentralized system of delivering educational and support services. The existing Area Offices are a tangible evidence of this philosophy. Increasingly, questions have been raised within the system as to whether or not the original goals of enhancing delivery of service and improving communications have, in fact, been achieved. Without prejudging the outcome, I would suggest that the Board consider putting in place a process to review the appro-

priateness and effectiveness of the current organizational configuration.

In closing, I look forward to the next year – it will be hard work, but with the untapped resources still within our Board, the determination of staff, the commitment of co-operation, we have the potential to realize our ambitions.

Thank you.

Margaret Cunningham

MINUTES OF THE
SPECIAL IN-CAMERA MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1992 12 10

The Board met.

Present: Margaret Cunningham (Chairman); Trustees Allen, Bishop, Darby, Hill, Hicks, Johnston, Mason, Orban, Paquin, Rodgerson, Rogers and Stewart.

Officials Present: K. A. Rielly (Director of Education and Secretary), A. Stockwell (Associate Director of Education), B. Sinclair (Superintendent of Human Resources) and R. Orlando (Superintendent of Plant).

Mr. Rielly noted that regrets for being unable to attend this evening's meeting were received from Trustees Desmarais and Korz.

GENERAL

Action taken by the Board is not included in this public record of the meeting as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE
SPECIAL IN-CAMERA MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1992 12 12

The Board met.

Present: Margaret Cunningham (Chairman); Trustees Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rogers, Stewart and Wilson.

The Chairman called the special in-camera meeting of the Board to order to interview the candidates on the short-list for the position of Director of Education and Secretary of the Board. She noted that regrets for being unable to attend this meeting were received from Trustee Rodgers.

Moved by Mr. Desmarais, seconded by Dr. Johnston: That Trustee Hill be appointed Secretary pro tem. Carried.

After each candidate was interviewed at the appointed time, the vote was taken by ballot, resulting in the following motion:

Moved by Mrs. Mason, seconded by Mr. Allen: That Mr. Donald W. Goodridge be appointed to the position of Director of Education and Secretary of the Board of Education for the City of Hamilton and offered a contract effective 1993 01 01. Carried.

The members agreed that the ballots be destroyed.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE
BOARD OF EDUCATION

Board Room
Education Centre
1992 12 15

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgerson, Rogers, Stewart and Wilson.

Officials present: K. Rielly (Director of Education and Secretary), A. Stockwell (Associate Director of Education), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), R. Binns (Superintendent of Schools, Area 3), P. Gillie (Superintendent of Schools – Area 4) and S. Rogers (Assistant to the Secretary).

A moment of silence was observed in memory of the late Stella Schwarz, a cleaner for 15 years.

The minutes of the last regular meeting of 1992 11 19 and special meetings of 1992 10 31, 1992 11 12 and 1992 11 23 were adopted as presented.

Mr. Rielly read notes of thanks for the Board's expression of sympathy from the family of Ellen Schofield and a note of thanks for the flowers from Trustee Rodgerson. Mr. Rielly also reported that MPP Sheila Copps has replied to the Board's letter in support of the Huron County Board's concerns re Parental Leaves and Unemployment Insurance Benefits.

Mr. Rielly then drew attention to the letters attached to the members' agendas.

Moved by Mrs. Bishop: That the resolution re the Freedom of Information and Protection of Privacy Act – Halton County

Board of Education be referred to the Operations Management Committee. Carried.

The correspondence as read by Mr. Rielly and the response from the Minister of Education relative to the recitation of a Canadian Pledge were received and ordered filed.

Committee Reports were presented as follows:

Development Committee – Mrs. Lowe

Operations Management Committee – Dr. Johnston

Personnel and Organization Committee, regular and special –
Mr. Stewart

Salary Committee – Mr. Stewart

Moved by Mrs. Lowe, seconded by Mr. Korz: That the General Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Mrs. Mason: That the General Part of the Report of the Operations Management Committee be adopted.

Requesting a seconder, it was moved in amendment by Mr. Mulholland: That the words “out of 1992 budget funds” be deleted from Clause 10. (a) and that the amended clause be referred to the Budget Review Committee.

When no seconder to the amendment was forthcoming, Trustee Mulholland requested that Clause 10. (a) be voted on separately and that his opposition to it be recorded in the minutes.

Requesting a seconder, it was moved in amendment by Mr. Mulholland: That “Queen Mary” be deleted from Clause 5 and the estimated cost be changed from \$37,500,000 to \$26,000,000.

Trustee Mulholland clarified that this amendment is in recognition of his belief that programs and people should come before expenditures on buildings, especially in tough economic times.

No seconder was forthcoming.

Clause 10. (a) was put to a vote and was Carried with Trustee Mulholland voting in opposition.

The remaining report was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Mrs. Mason: That the General Part of the Report and Special Report of the Personnel and Organization Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Mrs. Hill: That the Board meet in-camera to consider the Report of the Salary Committee. Carried.

At the Chairman's suggestion, the members agreed that the in-camera session will follow the public meeting.

Moved by Mrs. Hill, seconded by Mrs. Bishop: That the March meeting date for the Board be changed to Tuesday, 1993 03 23 at 20:00 hours. Carried.

FRENCH LANGUAGE SECTION

Presentation of Report – Mr. Desmarais.

Moved by Mr. Desmarais, seconded by Mr. Paquin: That the Report of the French Language Section be adopted. Carried.

ELEMENTARY/SECONDARY

Mr. Rielly noted that the SEEDS Foundation has announced that Richard Beasley School has received the "Environmental Bronze School certificate".

In receiving and ordering this correspondence filed, the members requested that a letter of congratulations to staff and students be sent on behalf of the Board .

Moved by Mrs. Lowe, seconded by Mrs. Rodgeron: That the Elementary/Secondary Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Ms. Wilson: That the Elementary/Secondary Part of the Report of the Operations Management Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Canon Rogers: That the Elementary/Secondary Part of the Report and Special Report of the Personnel and Organization Committee be adopted. Carried.

The Chairman recognized that this was Mr. Rielly's last Board meeting as Secretary of the Board and Director of Education, along with the Associate Director, Mr. Stockwell. The members rose to thank these Officials for their devotion to the system over many years, especially acknowledging their leadership the past few months in keeping the Board functioning so well.

The Board then met in-camera and the following action resulted.

GENERAL

Trustees Lowe and Mulholland each declared a conflict of interest and were not present for the discussion on the item pertaining to the conflict. Trustee Hicks requested that his opposition to a Report at the in-camera meeting be recorded as he strongly believed the issue was a public matter and stated he would not vote on the Report.

Other action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

Moved by Dr. Johnston, seconded by Mrs. Lowe: That the Superintendent of Finance and Treasurer be authorized to proceed with the Dofasco settlement arrangements after details have

been received, reviewed and approved and that he advise the Board of the results at the January, 1993 meeting of the Operations Management Committee. Carried.

The public meeting re-convened at 22:55.

Moved by Mr. Stewart, seconded by Mrs. Hill: That the Report of the Salary Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION FIRST REPORT

Present: Jean Desmarais (Chairman); Trustees Patenaude and Paquin

Official present: R. Lavoie (Superintendent of Schools, French as a First Language)

The French Language Section recommends:

1. That the request for financial assistance from FESFO (Secondary School Franco-Ontarien Students' Federation) dated 1992 10 19 be approved and that the French Language Section contribute the same amount as last year, \$2.50 per francophone student registered at Georges-P.-Vanier.
2. That the Report on Student Enrolment at Georges-P.-Vanier be received for information.
3. That the Feasibility Study to establish a French Language School Board in Simcoe County be received for information.
4. That the information on the Hamilton Health and Community Services Centre be received for information.
5. That the Race Relations and Ethnocultural Equity Resource Documents for Policy Implementation be received for information.
6. That the Drug Education "A Shared Responsibility" Resource Document be received for information.
7. That the January meeting of the French Language Section be cancelled.

Respectfully submitted

JEAN DESMARAIS
Chairman

Committee Room
1992 12 02

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE PREMIER RAPPORT

Étaient présents: M. Jean Desmarais (président); Mde Marie Patenaude (conseillère scolaire), M. Hubert Paquin (conseiller scolaire)

Administrateur présent: M. R. C. Lavoie (Surintendant des écoles de langue française)

La Section recommande:

1. que suite à la demande de la FESFO (Fédération des élèves du secondaire franco-ontarien) en date du 19 octobre 1992 [Objet: Demande de contribution], la Section de langue française contribue le même montant que l'an passé, \$2.50 par élève francophone inscrit à Georges-P.-Vanier.

2. que la présentation des inscriptions à l'École secondaire Georges-P.-Vanier soit reçue à titre d'information.

3. que la présentation de l'Étude de faisabilité: Gestion de l'éducation publique en langue française dans le comté de Simcoe soit reçue à titre d'information.

4. que la présentation du Centre de santé et services communautaires de Hamilton soit reçue à titre d'information.

5. que les documents d'appui à la mise en oeuvre de la politique "Relations interraciales et équité ethnoculturelle" soient reçus à titre d'information.

6. que le document d'appui "Le problème des drogues c'est l'affaire de tout le monde!" soit reçu à titre d'information.

7. que la réunion de la section de langue française du 23 janvier 1993 soit annulée.

Respectueusement présenté

JEAN DESMARAIS
président

Sale de comité
le 2 décembre 1992

**REPORT OF THE
DEVELOPMENT COMMITTEE
FIRST REPORT**

Present: Trustees M. Lowe (Chairman), Bishop, Mason, Mulholland, Wilson and Cunningham.

Also Present: Trustees Darby, Hicks, Hill, Johnston, Orban, Rogers and Stewart.

Officials Present: K. Rielly (Director of Education and Secretary), E. Bond (Superintendent of Program), M. Quinn (Superintendent of Schools – Area One), N. Nicholls (Superintendent of Schools – Area Two), R. Binns (Superintendent of Schools – Area Three), P. Gillie (Superintendent of Schools – Area Four) and F. Cooke (Assistant Superintendent of Program).

The Committee recommends:

GENERAL

1. That the following recommendations in the Report on Structure and Functions in Program Review, Development and Implementation be approved:

(a) That this Report be referred to the Director of Education to provide information to the “committee consisting of Staff and Trustees to review current lines of reporting, the committee to report with recommendations by June 1993” as outlined in the Board approved Program Accountability Action Team Report (Program Department Strategic Planning Directions Paper).

(b) That this Report be referred to the Superintendent of Program to provide information to the committee comprised of Area Office, Principal, Branch Affiliates and Program Department representation to “develop a role/function model for effective program review, implementation and delivery in the 90’s, together with an implementation plan and report to the Board by April 1993” as outlined in the Board approved Program Accountability Action Team Report (Program Department Strategic Planning Directions Paper).

2. That the following ad hoc committees be reconstituted for 1993, to consist of five members appointed by the Chairman of the Board, as outlined:

(a) The Committee to Study Religious Education in Schools with the same mandate as 1992:

(i) That the following items, referred back to this Committee by the Development Committee and Board at their meetings in June, be dealt with at one final meeting of the Committee and that, having fulfilled its mandate at that time, the Committee await any other direction from the Board relating to religious education:

(aa) The Ministry of Education's Consultation Document on Opening Exercises

(bb) The Ministry of Education's document, "Education about Religion in Ontario Public Elementary Schools"

(cc) The letter from Wilfrid Laurier University regarding courses on religious education

(b) The Child Care Committee with the same mandate as 1992:

(i) That the Child Care Policy for the Hamilton Board of Education be reviewed every three years by an ad hoc committee.

(ii) That the Child Care ad hoc committee determine the "level of service" to be provided by the Hamilton Board of Education as a part of the 1991 review.

(iii) That the Child Care ad hoc committee report its recommendations in June, 1991 for implementation in September, 1991.

(iv) That until the Child Care operating manual is approved:

(aa) no additional space in Hamilton Board of Education buildings be allocated to child care beyond centres currently in place and centres in the planning stage as of February, 1991.

(bb) child care facilities constructed by the Ministry of Education, and attached to newly constructed schools, be operated by the Umbrella Family and Child Centres of Hamilton.

(v) That the Draft Child Care Operating Procedures be used as a reference document by the Child Care ad hoc committee.

(vi) That the rental fees for child care centres in Hamilton Board of Education buildings be approved by the Director's Office until the level of service is established and the operating procedures are approved.

(vii) That the Ministry of Education Memorandum 1991: B4, dated 1991 08 12, re Child Care Centres be referred to the Child Care Committee.

(viii) That revised recommendations to the Draft Child Care Operating Procedures be brought back, taking into account the existing Board's rental policies and traditions for non-profit community groups.

ELEMENTARY/SECONDARY

1. That the following recommendations in the Alternative Education Action Team Report (Program Department Strategic Planning Directions Paper) be approved with the total cost of the Program referred to the Budget Review Committee:

Program Recommendations (Recommendations 1 to 5)

(a) That the mandate of the program continue to be to meet the needs of average or above average students who are at risk of dropping out of school and are not being successful in the regular program. Timeline: Ongoing

(b) That the concept of our present model for elementary and secondary alternative education in Hamilton is sound and should be used as a basis for a revised model. The revisions are necessary to address a number of concerns regarding cost effectiveness, line responsibility and overall effectiveness of the program. Timeline: September 1993

(c) That the program provide a setting to assist students to set and reach academic goals with support to deal with emotional and social problems that are often the causes for their academic shortcomings. The primary purpose is to convince students who may be at risk of ceasing their formal schooling, that there is value in academic/vocational pursuits and that learning is a life-long process. Timeline: Ongoing

(d) That, in order to more effectively deliver an Alternative Education service, the following changes in program support should take place:

. An existing Program Co-ordinator should be given the responsibility for co-ordination of Alternative Education.

. An Alternative Education Department Head be established replacing the existing position of Program Leader for each of the secondary Alternative Education departments.

. The position of Program Leader should be maintained for the elementary programs.

. An Alternative Education Implementation Team should be established to include the Program Co-ordinator with Alternative Education responsibilities as well as appropriate superintendents, principals, teachers, federation representatives and community delegates.

Timeline: September 1993

(e) That the need for additional Secondary Alternative Education sites to service each of the four areas be carefully studied as well as the possibility of an additional Elementary Alternative Education program site on the mountain to service students in areas two and four. Timeline: January 1993

Resource Recommendations (Recommendations 6 to 8)

(f) That students in the alternative program should have equity of access to resources. For secondary students, housing the program in composite secondary schools will facilitate this recommendation. Additional material resources should be made available to schools that house the elementary programs. Timeline: Ongoing

(g) That the Program Co-ordinator with Alternative Education responsibility be the person responsible for making the connections with other program areas and community agencies. Timeline: September 1993

(h) That social workers be an integral part of each of the programs. Timeline: Ongoing

Student Recommendations (Recommendations 9 to 11)

(i) That Admission Panels be established. The Admission Panels should establish city-wide criteria for admissions. Timeline: February 1993

(j) That the Program Co-ordinator with Alternative Education responsibility, with the Implementation Team, be responsible for establishing and maintaining a tracking process for students in the program, as well as for students who are no longer there. Tracking of present students should be done in concert with the department head or program leader. Timeline: September 1993

(k) That the Program Co-ordinator with Alternative Education responsibility have the responsibility of establishing the linking between feeder schools and the schools and agencies that are receiving Alternative Education students. Timeline: Ongoing

Recommendations for Further Study (Recommendation 12)

(1) That further study take place to:

. review the Alternative Education Program in Hamilton on a continuous basis, using a model provided by the Program Accountability Team, to monitor and evaluate the program and appropriate access to intended curriculum, as well as the success of the program in meeting the needs of these at risk students.

. evaluate other programs both in individual schools and Board-wide programs that focus on students at risk of dropping out of school, with the possibility of making the Alternative Education Program in its present format, obsolete.

. look at the feasibility of programs for identified students who are at risk, as well as behavioural students for whom the regular programs are not presently being successful.

. tie in other retention initiatives such as Co-operative Education and Supervised Alternative Learning for Excused Pupils and have these work in conjunction with the present Alternative Education Program.

. look at the feasibility of a Primary-Junior alternative program to meet present needs at that level.

Timeline: September 1993

Respectfully submitted

Board Room
1992 12 03

M. LOWE
Chairman

ADDENDUM

The following motion was considered at the 1992 12 03 meeting of the Development Committee and was LOST:

ELEMENTARY/SECONDARY

1. That the Alternative Education Action Team Report (Program Department Strategic Planning Directions Paper) be referred back to the Action Team for further consultation with Trustees, Alternative Education staff and concerned parents that a report be brought back to the Development Committee as soon as possible.

**REPORT OF THE
OPERATIONS MANAGEMENT COMMITTEE
FIRST REPORT**

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgeron, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Lowe, Mason, Mulholland, Stewart, and Wilson.

Officials Present: K. Rielly (Director of Education and Secretary), A. Stockwell (Associate Director of Education), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), B. Sinclair (Superintendent of Human Resources), R. Orlando (Superintendent of Plant), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4) and G. Rutledge (Controller).

The Committee recommends:

GENERAL

1. That the officials bring a report on further information with regard to professional relationships between Boards, Regional Centres, Clinics, and the Hamilton Academy of Medicine to the December Operations Management Committee meeting. This information should include uninsured services requested by third parties such as back-to-school/work notes, camp physicals, physicals for sporting events, and external psychoeducational reports.

2. That the mandate of the Standing Committees be referred to the Rules and Regulations Committee to try to balance efforts and energies spent on operations and programs and to try to strike a balance of agendas for the Development Committee and the Operations Management Committee.

3. That the following ad-hoc committees be reconstituted for 1993, to consist of five members appointed by the Chairman of the Board, with the following mandates:

a) The Transportation Committee to:

i) invite participation from City officials (Transportation and Environment Committee), parents (presenters and Home & School Association) and administrative representatives of other Boards, to study

general and specific (temporary and permanent) concerns of safety and develop criteria to judge whether conditions are safe or unsafe.”

ii) consider correspondence from the Lanark Leeds and Grenville County Roman Catholic Separate School Board relative to their request to Minister Silipo to consider two changes to present legislation in respect to school buses.

b) The AIDS Policy Committee to:

(i) review current practices at least on an annual basis and assess the need for the revision of policies in line with current developments in the medical/legal communities while maintaining a close liaison with the Medical Officer of Health in evaluating all new information with respect to AIDS/HIV

(ii) prepare a comprehensive AIDS Policy for our school system including:

- a Policy statement
- a communication plan and
- an in-service plan for presentation to the Operations Management Committee.

c) The Committee to Study Guidelines Governing School Field Trips to:

(i) present guidelines governing school field trips in the 1993-1994 school year.

4. That the Report re Capital Expenditure Multi-Year Forecast: 1992 Allocations for 1993 to 1997 and approved projects from our 1992 Capital Expenditure be received for information.

5. That the Report re Capital Projects to be Debentured be received for information and the following recommendations regarding debentures for renovations and/or new schools in Blocks 87, 89, 90, James MacDonald and Queen Mary Schools, at an estimated cost of \$37,500,000 be approved:

a) THAT PURSUANT to the provisions of Part VIII, Section 208, Sub-Section 1 of the Education Act (1990), the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

b) THAT the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

6. (a) That the Ministry Response regarding Transition Years be tabled.

(b) That the following motion be tabled:

i) That the Hamilton Board of Education inform other Boards of Education in Ontario of our Board's motion with respect to delaying implementation of destreaming.

7. That subject to approved funding by the Ministry of Education, effective 1993 01 04, the education program be extended at the Family Services Youth Centre by one half-time teacher, at no cost to the Board.

8. That the following Report of the Special Education Advisory Committee be approved:

a) That the Children's Aid Society be invited to become an Additional Member on the Special Education Advisory Committee.

b) That the Accessibility Report update be received for information.

c) That the Report from the Finance Department re Special Education Funding be received for information.

9. That the Board implement a process to review and evaluate the appropriateness and effectiveness of the current organizational configuration of our Board administration.

10. That the Report on Purchase of Floor Cleaning Machines be received for information and the following recommendation approved:

a) That the Board purchase a total of 11 floor cleaning machines out of 1992 budget funds at a cost not to exceed \$132,000.

ELEMENTARY/SECONDARY

1. That the report on Alternative Methods of Delivery of the Junior Kindergarten Program be referred to the Budget Review Committee.

2. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

(i) Adelaide Hoodless, Grades 6-8, Outdoor Education, Camp Wanakita, Haliburton, 1993 06 16-19 (Wednesday to Saturday)

(ii) Bennetto, Grade 7, Midland, 1993 06 11 (Friday)

(iii) Bennetto, Grade 8, Ottawa, 1993 06 26-28 (Saturday to Monday)

(iv) Elizabeth Bagshaw, Grades 6-8, Mount St. Louis, 1993 02 05 (Friday)

(v) Elizabeth Bagshaw, Grades 6-8, Olympia Sports Camp, Huntsville, 1993 06 16-18 (Wednesday to Friday)

(vi) Elizabeth Bagshaw, Grades 6-8, Ottawa, 1993 06 16-18 (Wednesday to Friday)

(vii) Lake Avenue, Grades 6-8, Outdoor Education, Camp Wanakita, Haliburton, 1993 01 20-22 (Wednesday to Friday)

(viii) Memorial, Grade 8, Talisman 1993 01 19-20 (Tuesday to Wednesday)

(ix) Queen Mary, Grades 6-8, Horseshoe Valley, 1993 01 07 (Thursday)

(x) Ryerson, Grades 6-7, Outdoor Education, Camp Wanakita, Haliburton, 1993 01 24-27 (Sunday to Wednesday)

(xi) Ryerson, Grade 8, Ottawa, 1993 05 10-12 (Monday to Wednesday)

(xii) Westview, Grade 8, Quebec City, Quebec, 1993 06 08-11 (Tuesday to Friday)

(xiii) Barton, Grades 9-OAC, Cross Country Ski Meet, Hardwood Hills, Barrie, 1993 01 06 or 1993 01 07 (Wednesday or Thursday)

(xiv) Barton, Grades 9-OAC, Cross Country Ski Meet, Midland, 1993 01 13 (Wednesday)

(xv) Barton, Grades 9-OAC, Cross Country Ski Meet, 1993 02 09 (Tuesday)

(xvi) Glendale, Grades 11-OAC, Basketball Tournament, Guelph, 1992 12 18-19 (Friday to Saturday)

(xvii) Glendale, Grades 11-OAC, Basketball Tournament, Cornwall, 1993 01 08-10 (Friday to Sunday)

(xviii) Glendale, Grades 11-OAC, Basketball Tournament, Oshawa, 1993 01 29-30 (Friday to Saturday)

(xix) Sir Winston Churchill, Grades 9-12, Kissing Bridge, N.Y., 1993 01 27 (Wednesday)

3. That the Report on Ventilation Renovations and School Closing – Hillsdale Elementary School, be received for information and the following recommendation approved:

a) That Hillsdale Elementary School end its 1992-93 instructional days on Friday, 1993 06 25 instead of Tuesday, 1993 06 29 to permit summer construction work to commence.

4. That the following Report of the Special Education Advisory Committee be approved:

a) That the Special Education Advisory Committee support the Report on the Review, Reporting, Allocation and Monitoring of Educational Assistants.

Respectfully submitted

JOHN JOHNSTON
Chairman

Board Room
1992 12 08

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
FIRST REPORT**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Johnston, Lowe, Mason, Mulholland, Orban, Rodgerson and Rogers.

Officials Present: K. Rielly (Director of Education and Secretary), A. Stockwell (Associate Director of Education), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), R. Binns (Superintendent of Schools – Area 3) and P. Gillie (Superintendent of Schools – Area 4).

The Committee recommends:

GENERAL

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That Keith Seguin be appointed to the position of Electrical Engineer (Grade 13, Probationary Administrative Staff), effective 1993 01 11, with salary according to the salary schedule. (Replacement)

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS

(a) That Marjorie Thacker be appointed to the position of Cook (Caretaking and Maintenance Staff), effective 1992 08 31, with salary according to the salary schedule. (Replacement)

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES

(a) That the timetable of Darlene Bennett-Bauer, Psychological Consultant (Professional Student Services Personnel) be changed from 1.0 to .3, effective 1993 01 04 to 1993 06 30, with salary according to the salary schedule.

6. RETIREMENTS

(a) That the resignations of the following staff, for the purpose of retirement from the position stated, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Dorothy Gadoury (Cook, Caretaking and Maintenance Staff), 1992 11 30

Gertrude Landry (Cleaner, Cleaning Staff), 1993 03 31

Maria Morris (Cleaner, Cleaning Staff), 1992 11 30

7. LEAVING EMPLOYMENT – Nil**8. LEAVES****Leave Extension**

(a) That the requests of the following staff for an extension of their Leaves of Absence, effective as shown, be granted:

Connie Lagreca (Cleaner, Cleaning Staff), 1992 11 30 to 1993 02 19

Tina Robinson (Training Assistant – Computer Services, Clerical and Technical Staff), 1993 01 04 to 1993 04 30

Return from Leave of Absence

(a) That Darlene Bennett-Bauer, Psychological Consultant (Professional Student Services Personnel) be returned from a Leave of Absence, effective 1993 01 04.

9. OCCASIONAL STAFF APPOINTMENTS – Nil**10. OTHERS**

(a) We regret to announce the death of Stella A. Schwarz (Cleaner, Cleaning Staff) on 1992 11 26.

* * * * *

2. That the Staffing Report – Full Time Equivalent Positions be received for information.

3. That the Report on Supply Teachers be received for information.

ELEMENTARY/SECONDARY

1. That the Report regarding the Status of Reduction of Educational Assistants' Hours be received for information.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Probationary Staff, effective 1993 01 01, with salary according to the salary schedule:

Rosali Benvenga (E)
Sharon Crechiola (E)
Kawong Chung-Shipman (E)
Sandra DiFelice (E)
Richard Gallo (S), Section 27
Cynthia Goodridge (E)
Cherilyn Moses (E)
Lisa Savage (E)
Pamela Toppan (E)
Kathryn Tuite (E)

(7.5 – Replacements

1.5 – New Positions

Section 27 – paid by the Ministry)

(b) (i) That the following Educational Assistants be appointed to the Probationary Educational and Lunchroom Assistant Staff, effective as shown, with salary according to the Collective Agreement:

Louise Bray (.5), 1992 10 13
Kathy Gillis, 1992 12 09
Michelle Horning, 1992 11 02
Patricia Moir (.5), 1992 09 20

(Replacements – Contract Compliance)

(ii) That Elizabeth Bailey be appointed to the position of Lunchroom Assistant (Probationary Educational and Lunchroom Assistant Staff), effective 1992 12 10, with salary according to the Collective Agreement. (Replacement – Contract Compliance)

2. PERMANENT STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Permanent Staff, effective 1993 01 01, with salary according to the salary schedule:

Heather Clark (E)
Lynette Gossen (E)
Y. Diane Nishizaki (E)

3. PROMOTIONS

(a) (i) That David Hutton be appointed to the position of Acting Vice-Principal of a Secondary School, effective 1993 02 01, with salary according to the salary schedule. (Replacement)

(ii) That John McKnight be appointed to the position of Head of Department (Mathematics), on a temporary basis, effective 1993 01 29 to 1994 08 31, with salary according to the salary schedule. (Replacement)

4. INTERNAL APPOINTMENTS – Nil

(a) That the following timetable changes be approved, effective 1993 01 01, with salary according to the salary schedule:

Grace Mathieson (E), .5 to 1.0
Anita Ridderstap (E), .5 to 1.0
(Replacement and .5 New Position)

6. RETIREMENTS

(a) (i) That the resignation of William Thomas, Elementary School Principal, for the purpose of retirement, effective 1993 01 31, be accepted with regret and that the Board's gratuity be paid.

(ii) That the resignation of Richard McQueen, Secondary School Vice-Principal, for the purpose of retirement, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

(iii) That the resignations of the following teachers for the purpose of retirement, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Marlene Dunham (E), 1992 12 31
Mervyn Jobity (S), 1993 01 31
June Outram (E), 1992 11 30
Sarah Scott (E), 1992 12 31
James Simpson (S), 1993 06 30
John V. Weingartner (S), 1993 06 30

7. LEAVING EMPLOYMENT

(a) That the date for the following teachers to leave the employ of the Board be approved:

Gylaine Fortin (E), 1992 12 31
John Lowry (S), 1992 12 31

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Constance Hall (S), 1993 02 01 to 1993 04 30

Marjorie Steele (E), 1993 01 01 to 1993 08 31

Flora Tzaras (E), 1993 01 01 to 1993 04 30

Brenda Wisborg (S), 1993 02 01 to 1993 05 30

Fern Zimmerman (E), 1992 11 04 to 1993 02 26

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Carolle Shirley (Educational Assistant, Educational Assistant and Lunchroom Staff), 1992 09 14 to 1993 12 31

Marlene Winsor (Secretary, Clerical and Technical Staff), 1993 01 04 to 1993 07 09

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Laura Dowling (S), 1993 02 01 to 1994 01 31

Frances Figge (E), 1992 12 21 to 1993 08 31

Teresa Katerberg (E), 1993 01 18 to 1993 08 31

Marlene Weil (E), 1993 02 15 to 1993 08 31

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown, with salary according to the salary schedule:

Angela Garofalo (E), 1993 01 01

Cynthia Lea (E), 1992 12 07

Allison Montgomery (E), 1993 01 29 (.5)

Julie Warriner (E), 1993 01 01

Michael Wilmot (E), 1993 01 01

Christine Wilson (E), 1993 01 01 (.5)

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Katherine Black (E), 1992 10 09 to further notice

Cynthia Campanella (E), 1992 10 13 to further notice

Paul Duffy (S), 1992 11 11 to further notice
Maureen Dwyer (S), 1992 11 03 to further notice
Sharon Elliott (E), 1992 10 19 to 1992 12 18 (.5)
Maria Fiore (E), 1992 11 09 to 1993 05 14
Joan Harrower (E), 1992 10 19 to further notice (.5)
Deborah Long, (E), 1992 10 13 to 1992 12 18
1993 01 04 to 1993 06 29
Elizabeth McQueen (E), 1992 11 02 to 1993 06 29
Carol Minne (E), 1992 11 23 to 1992 12 18 (.8)
Mary Lou Modica (E), 1992 10 19 to 1992 11 10
Mark Moses (E), 1992 10 13 to further notice
Carol Sindall (E), 1992 10 15 to 1992 11 13
Pamela Stanton (E), 1992 10 13 to further notice
Catherine Stewart (E), 1992 11 23 to 1992 12 18 (.5)
1993 01 04 to 1993 06 29 (1.0)

10. OTHERS

(a) That the request of James Abbey to relinquish his position as Head of Department(Mathematics) and return to the position of Assistant Department Head (Mathematics), effective 1993 02 01 to 1994 08 31, be granted.

* * * * *

3. (a) That the Report on Class Size Statistics, Elementary Panel as of 1992 09 30 be received for information.

(b) That a Staffing Report for Secondary Schools be presented to the trustees by February, 1993 and thereafter in conjunction with the annual Elementary Staffing Report.

4. That the appointment of Patricia Gillie as a Superintendent of Schools be renewed, effective 1993 01 01, subject to a mutually agreeable contract.

Respectfully submitted

R. STEWART
Chairman

Board Room
1992 12 10

**REPORT OF THE
SPECIAL MEETING OF THE PERSONNEL & ORGANIZATION
COMMITTEE**

Present: Trustees Stewart (Chairman), Allen, Darby, Hicks, Hill and Cunningham.

Also Present: Trustees Desmarais, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Patenaude, Rodgerson, Rogers and Wilson.

Officials Present: K. Rielly (Director of Education and Secretary), A. Stockwell (Associate Director of Education), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area One) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That Keith A. Rielly and Allan S. Stockwell remain in the employ of the Board for the month of January, 1993, with the Board's appreciation.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Probationary Staff, effective 1993 01 01, with salary according to the salary schedule.

Annette Bodo (E)

Constance Jain (E)

(Replacements)

Respectfully submitted

R. STEWART
Chairman

Board Room
1992 12 15

REPORT OF THE SALARY COMMITTEE

Present: R. Stewart (Chairman); Trustees Hicks, Hill, Korz and Cunningham.

Officials Present: D. Russon (Manager, Employee Relations) and R. Van Horne (Employee Relations Officer).

The Committee recommends:

GENERAL

1. That, effective 1992 01 01 up to and including 1992 12 31, the salaries for the Senior Officials be as follows:

Director	\$112,470
Associate Director	105,234
Superintendents	96,096
Assistant Superintendents (including Controller)	87,655

Respectfully submitted

ROBERT STEWART
Chairman

Committee Room
1992 12 15

MINUTES OF THE
THE SPECIAL MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 01 18

The Board met.

Present: Margaret Cunningham (Chairman); Trustees Allen, Bishop, Darby, Desmarais, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Rodgeron, Rogers, Stewart and Wilson.

Officials Present: D. W. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustee Patenaude.

GENERAL

Moved by Mrs. Hill, seconded by Mrs. Lowe: That, in addition to the solicitors appointed at the Inaugural of the Board, 1992 12 01, the firm of Agro, Zaffiro, Parente, Orzel and Baker be appointed solicitors for the Board of Education for the City of Hamilton for the year ending 1993 11 30.

Trustee Hill replied to a question that the appointment of this legal firm will provide the Board with lawyers who are well versed in criminal law.

Trustee Cunningham requested that Vice-Chairman Hill assume the Chair so that she could respond to questions about the need for this recommendation at this time.

Trustee Cunningham explained that she believes the Board should have expertise relative to criminal matters available as needed. It was noted that the Board's current lawyers have indicated a reluctance to provide advice when questions of this nature have arisen. Acknowledging that she had suggested the firm

named in the motion, Trustee Cunningham emphasized it is for the full Board to decide.

To facilitate further questions, it was moved by Mr. Mulholland, seconded by Mr. Darby: That this Special Meeting of the Board resolve into a Committee-of-the-Whole. Carried.

Moved by Mr. Mulholland: That Trustee Hill be Chairman of the Committee-of-the-Whole. Carried.

Trustee Cunningham clarified that the Chairs' Committee has requested the Officials to prepare a report on the type of work performed by the Board's lawyers and suggested that this should assist the trustees in addressing concerns that have arisen over the years. She added that this report is expected some time in June.

When Trustee Stewart suggested that it would be more prudent for the Board to hire a criminal lawyer as needed, Trustee Lowe responded that the firm named in the motion is in addition to, not a replacement for those appointed at the Inaugural.

Trustees Hill and Lowe stressed that the motion is intended to provide the Board with ready access to knowledgeable people and should not be interpreted in any way as criticism of the present solicitors. Trustee Lowe hoped that this would be conveyed to them.

Trustee Johnston, speaking in support of the motion, called the question and it was Carried.

At Trustee Mulholland's request, the motion was put to a recorded vote and was Carried. Those in favour: Trustees Hill, Bishop, Allen, Rogers, Darby, Korz, Rodgerson, Desmarais, Johnston, Lowe, and Cunningham; those opposed: Trustees Wilson, Mulholland, Orban and Stewart.

Moved by Mr. Korz: That the Committee-of-the-Whole now be dissolved and return to the Special Meeting of the Board. Carried

Moved by Mrs. Bishop: That the Report of the Committee-of-the-Whole be adopted.

Trustee Mulholland requested a recorded vote and it was Carried. Those in favour: Trustees Hill, Bishop, Wilson, Allen, Rogers, Darby, Korz, Rodgerson, Desmarais, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Orban and Stewart.

The Board then met in-camera.

Trustees Darby, Hill, Rogers, Allen and Mulholland each declared a conflict of interest and left the room for the discussion pertaining to their conflict. Action taken by the Board is not included in this public record of the meeting as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 01 21

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mulholland, Orban, Paquin, Patenaude, Rodgeron, Rogers, Stewart and Wilson.

Officials present: D. W. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools, Area 1), N. Nicholls (Superintendent of Schools, Area 2), R. Binns (Superintendent of Schools, Area 3) and S. Rogers (Assistant to the Secretary).

The Board met in an in-camera session prior to the public meeting. Trustee Lowe requested that the record show she did not vote on a subject matter due to a conflict of interest.

Action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The public meeting convened at 20:25 hours.

The Chairman welcomed Mr. Goodridge to his first meeting of the Board as the Director of Education and Secretary of the Board.

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustee Mason.

The minutes of the last regular meeting of 1992 12 15, the Inaugural of 1992 12 01 and special meetings of 1992 12 10 and 1992 12 12 were adopted as presented.

After reading a note of thanks for the Board's expression of sympathy from Shirley Rogers, Mr. Goodridge drew attention to the letters attached to the members' agendas.

Moved by Dr. Johnston: That the communication from the Synod of the Diocese of Niagara re Education about Religion in the public schools be referred to the Committee to Study Religious Education in our Schools.

The Chairman questioned whether the matter falls within the mandate of the Ad Hoc Committee and Trustee Korz suggested that the Officials could provide the appropriate response to this letter.

Trustee Johnston pointed out that this letter deals with material the Committee to Study Religious Education was authorized to examine and which the Ministry is now ready to distribute.

The motion was put to a vote and was Carried.

The note of thanks and the response from the Minister of State, Employment and Immigration, re Parental Leaves and Unemployment Benefits were received and ordered filed.

Committee Reports were presented as follows:

Development Committee – Mrs. Lowe

Operations Management Committee – Dr. Johnston

Personnel and Organization Committee, regular and special
– Mr. Stewart

Salary Committee – Mr. Stewart

Moved by Mrs. Lowe, seconded by Ms. Wilson: That the General Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Canon Rogers: That the General Part of the Report of the Operations Management Committee be adopted.

Trustee Mulholland requested that Clause 3. (a) be voted on separately.

Clause 3. (a) was put to a vote and was Carried.

The remaining report was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Mrs. Bishop: That the General Part of the Report of the Personnel and Organization Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Mrs. Hill: That Report of the Salary Committee be adopted. Carried.

Trustee Stewart noted that the Salary Committee is recommending ratification of the Tentative Agreement reached with C.U.P.E., Local 1344. Due to the sensitivity of the situation, he stated he would not make any comments.

Trustees Lowe and Mulholland each declared a conflict of interest and stated they would neither debate nor vote on the issue.

The motion was put to a vote and was Carried.

FRENCH LANGUAGE SECTION

Trustee Desmarais reported that the French Language Section did not meet in January.

ELEMENTARY/SECONDARY

Mr. Goodridge noted that the SEEDS Foundation has announced that Glen Brae School has received the "Environmental Bronze School certificate".

In receiving and ordering this correspondence filed, the members requested that a letter of congratulations to staff and students be sent on behalf of the Board .

Moved by Dr. Johnston, seconded by Mr. Hicks: That the Elementary/Secondary Part of the Report of the Operations Management Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Ms. Wilson: That the Elementary/Secondary Part of the Report and Special Report of the Personnel and Organization Committee be adopted. Carried.

Under New Business, it was moved by Mr. Mulholland, seconded by Mr. Hicks:

1. That Trustees be invited to attend a workshop on "The process for interviewing and promotion of Vice-Principals and Principals."

2. That the workshop take place in February, 1993.

Moved by Mr. Hicks:

3. That Trustee Mulholland facilitate the meeting and invite the appropriate participants.

The Chairman called for the members' wishes relative to dealing with this item this evening and the required two-thirds majority was received.

Trustee Mulholland stated that this motion is not to be interpreted as being critical of those who have worked on the process for interviewing and the promotion of vice-principals and principals. Rather, there is concern within the system that the process is flawed and he pointed out that only 4, 5 or 6 out of 2,000 teachers make application. Submitting that a discrepancy exists between what teaching staffs see as the role of vice-principals and principals and what is looked for at the Assessment Centre, he referred to a study by the Federation which substantiates this position. He offered that the workshop will provide a forum for surfacing these concerns and emphasized that this situation must be addressed within the month or there will be a crisis within two months.

Several trustees, while not questioning the need for workshop, objected to Clause 3. stating that such process should be co-ordinated by the Director and Secretary of the Board.

Trustee Mulholland stated he would withdraw the motion if there was an amendment to refer the motion to the Officials.

In the debate that followed, it was noted that the Board approved a new selection process for vice-principals in October, 1992. While concern and serious reservations were expressed about Clause 3, most trustees spoke in support of surfacing and discussing system concerns in an open forum.

Trustee Mulholland responded to a question that he chose not to present this as a Notice of Motion for debate at the February Board meeting in view of the seriously short timelines.

As the seconder of the motion, Trustee Hicks pointed to the concerns about the existing selection process for principals and vice-principals and the strict timelines involved. Noting that trustees and officials would be invited, he suggested that a workshop should not be viewed as threatening and offered that such a forum should be used more often.

Trustee Hill asked what is the anticipated action coming out of the workshop.

Trustee Mulholland suggested that, after appropriate people have conveyed messages of concern to the Board, it may be the duty of the Chairman of the Board to call a special meeting of the appropriate Committee or a Board meeting to take action if changes need to be made.

Trustee Hill expressed grave reservation about the process in Clause 3. and, while understanding there may be critical timelines, she wished to go on record as believing time must be built into the process to allow Senior Officials to give the trustees advice.

The Chairman stated that the intent is that the Senior Officials will participate in the workshop and have an opportunity to address questions any trustees may have.

Mr. Goodridge reminded the members that concerns related to individual situations can be addressed at in-camera sessions

where the specifics of the situation can be articulated. However, if the issue is related to a problem of how staff move into positions of responsibility such as the vice-principal and principal roles, he suggested that this is a long- rather than short-term issue. As such, he offered that a referral to a Standing Committee might be more appropriate.

Some trustees expressed concern that the workshop format was outside the Board's established procedures for dealing with concerns and encouraged the members to allow the new Director the opportunity to provide leadership in assisting the Board to address the issue.

Moved in amendment by Mr. Stewart: That Clause 3. be referred to the Senior Officials.

Offering assurance that any action coming out of the workshop will be referred to a Standing Committee for appropriate action, the Chairman stated that she will not call a Board meeting immediately after the workshop.

The amendment was put to a vote and was Lost.

Trustee Bishop requested that the Clauses be voted on separately.

Moved in amendment by Mrs. Hill, seconded by Mr. Stewart: That the words "and invite the appropriate participants" be deleted from Clause 3.

Trustee Mulholland countered that he knows who the participants in the workshop should be. While he agreed that the Board has a process for dealing with change, he suggested that it is not working.

Responding to objections with the manner in which the main motion was placed on the floor and the fact that there was no seconder to Trustee Hicks' moving of Clause 3., Trustee Orban stated she would second Clause 3.

The amendment was put to a vote and was Lost.

Clause 1. was put to a vote and was Carried.

Clause 2. was put to a vote and was Carried.

At Trustee Stewart's request, Clause 3. was put to a recorded vote and was Carried. Those in favour: Trustees Wilson, Allen, Mulholland, Korz, Orban, Hicks, Rodgeron, Lowe and Cunningham; those opposed: Trustees Hill, Bishop, Rogers, Darby, Stewart and Johnston.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

**REPORT OF THE
DEVELOPMENT COMMITTEE
SECOND REPORT**

Present: Trustees M. Lowe (Chairman), Bishop, Mason, Mulholland, Wilson and Cunningham.

Also Present: Trustees Allen, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Orban, Paquin, Rodgerson, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following Summary of Recommendations in the Report on Psychological Profiles, Referral Information and Outcomes in Secondary School and Post-Secondary School for Exceptional and Non-Exceptional Students be referred to the Superintendent of Program for implementation with a report back to the Development Committee in January, 1994:

(a) That the Student Services Referral Form be revised to reflect objective information gathering.

(b) That the analysis for referral characteristics be re-done for the 1990-1992 school years to evaluate the use and impact of pre-referral assistance.

(c) That the findings of the analyses of the Compensatory Education students' profiles be presented to the principals of the Compensatory Education schools.

(d) That a short form of the Achenbach Teacher Checklist be developed.

(e) That the rate of suspensions and attendance patterns of Behaviour Exceptional students be compared to the rates for other exceptionalities.

(f) That the existing Retirement Survey (regarding why students leave school) be modified to include all exceptionalities by placement.

(g) That the system continue to provide on-going support and monitoring in both the junior and intermediate divisions to encourage students to stay in school

Respectfully submitted

Board Room,
1993 01 14

M. LOWE
Chairman

**REPORT OF THE
OPERATIONS MANAGEMENT COMMITTEE
SECOND REPORT**

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgeron, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Lowe, Mason, Mulholland and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), B. Sinclair (Superintendent of Human Resources), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), R. Binns (Superintendent of Schools – Area 3), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary)

The Committee recommends:

GENERAL

1. That the Report regarding Medical Reports – Ontario Health Insurance Plan Services be received for information.

2. That the report relative to the City of Hamilton Levy Payments to the Boards of Education be received for information and the following recommendation approved:

a) That the Board of Education for the City of Hamilton request the Minister of Education amend the Education Act to enable divisional school boards to receive levy payments on a monthly basis.

3. That the Report regarding the Reserve for Assessment Appeal: Dofasco be received for information and the following recommendation approved:

a) That the funds for the Dofasco settlement be provided for through the transfer of the Reserve For Assessment Appeal to the Revenue Fund as at 1992 12 31.

4. That the Report regarding Debentured Capital Projects be received for information.

5. That the Report re Pediculosis Update be received for information and the following recommendation approved:

a) That, as an interim measure, the Board of Education for the City of Hamilton accept the Public Health Department's offer to continue to co-ordinate intake and billing procedures for pediculosis screening for the period of January 1993 to April 1993 at a cost not to exceed \$3,500.

6. That the following motion be tabled:

a) That the Hamilton Board of Education inform other Boards of Education in Ontario of our Board's motion with respect to delaying implementation of destreaming.

7. That the following 1993 membership fees be paid:

a) Canadian Education Association – \$4,064.24

b) Ontario Educational Research Council – \$725.00

c) Association française des conseils scolaires de l'Ontario – \$2,267.06

8. That membership in the Ontario Public School Boards' Association be referred to the Budget Review Committee.

9. That the Report re Educational Exchanges be received for information and the Policy and Guidelines be approved as presented.

10. That the correspondence from the Halton Board of Education re amendments to the Freedom of Information and Protection of Privacy Act be received for information.

11. That the following report of the Special Education Advisory Committee be approved:

a) That the presentation re Psychological Profiles and Academic Performance be received for information.

b) That the members extend to Mrs. Frances Oommen their appreciation for her leadership in chairing the Special Education Advisory Committee over the past year.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

- (i) Cardinal Heights, Grade 8, Ottawa, 1993 05 26-28 (Wednesday to Friday)
- (ii) Tweedsmuir, Grades 6-8, Outdoor Education, Olympia Sports Camp, Huntsville, 1993 06 09-11 (Wednesday to Friday)
- (iii) Viscount Montgomery, Grade 8, Outdoor Education, Kilcoo Camp, Minden, 1993 05 25-29 (Tuesday to Saturday)
- (iv) Viscount Montgomery, Grade 7, Ottawa, 1993 05 26-28 (Wednesday to Friday)
- (v) Delta, Grades 9-OAC, Kissing Bridge, 1993 01 27 (Wednesday)
- (vi) Delta, Grades 9-OAC, Barrie, 1993 02 13 (Saturday)
- (vii) Scott Park, Grades 9-OAC, Skiing, Barrie, 1993 01 27 (Wednesday)
- (viii) Scott Park, Grades 9-OAC, Skiing, Barrie, 1993 02 16-17 (Tuesday to Wednesday)
- (ix) Scott Park, Grade 11, Rome, Italy, Athens, Greece; 1993 03 11-20 (Thursday to Saturday)
- (x) Sherwood, Grades 9-12, Outdoor Education, South River, 1993 01 29-31 (Friday to Sunday)
- (xi) Sherwood, Grades 9-OAC, Horseshoe Valley, 1993 02 24 (Wednesday)

2. That the following presentations regarding the installation of condom vending machines in secondary schools be received for information and referred to the officials for a report:

- a) Hamilton and District Council of Women
- b) Canadians for Positive Community Standards
- c) Beginnings, Counselling & Adoption Services of Ontario
- d) Students for Positive Sexual Choices

Respectfully submitted

Board Room
1993 01 12

J. JOHNSTON
Chairman

ADDENDUM

The following motion was considered at the 1993 01 12 meeting of the Operations Management Committee and was LOST:

GENERAL

1. That the Board of Education for the City of Hamilton request other large School Boards and Associations to lobby the Minister of Education to amend the Education Act to enable divisional school boards to receive levy payments on a monthly basis.

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
SECOND REPORT**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Korz, Lowe, Mulholland, Orban, Rodgerson, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), M. Quinn (Superintendent of Schools – Area 1), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS

(a) That Katharine Hibbins be appointed to the temporary position of Co-ordinator (Family Studies), effective 1993 02 01 to 1993 06 30, with salary according to the salary schedule. (Replacement)

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES

(a) That clause 5(a) of the December Report of the Personnel and Organization Committee regarding the timetable of Darlene Bennett-Bauer be changed to read:

That the timetable of Darlene Bennett-Bauer (Psychological Consultant, Professional Student Services Personnel) be changed from 1.0 to .6, effective 1993 01 04 to 1993 06 30, with salary according to the salary schedule.

6. RETIREMENTS

(a) That the resignation of William Oja for the purpose of retirement from the position of Buyer, Clerical and Technical Staff, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT – Nil**8. LEAVES****Leave of Absence**

(a) That the request of Denise Dawson (Auditor and Special Projects Assistant, Administrative Staff) for a Leave of Absence, effective 1993 01 25 to 1993 05 21, be granted.

Return from Leave of Absence

(a) That Jean Friesen (Senior Accounting Analyst – Budget Department, Administrative Staff) be returned from her Leave of Absence, effective 1992 12 14.

9. OCCASIONAL STAFF APPOINTMENTS – Nil**10. OTHERS** – Nil

* * * * *

2. That the Staffing Report – Full Time Equivalent Positions be received for information.

3. That the Report on Supply Teachers be received for information.

ELEMENTARY/SECONDARY

1. That the verbal Report regarding the Status of Reduction of Educational Assistants' Hours be received for information.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That Mark Spera (S) be appointed to the Probationary Staff, effective 1993 01 29, with salary according to the salary schedule. (Replacement)

(b) That David Weir be appointed to the position of Educational Assistant, Probationary Educational and Lunchroom Assistant Staff, effective 1993 01 06, with salary according to the Collective Agreement.
(no increase to f.t.e. – contract compliance)

2. PERMANENT STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Permanent Staff, effective 1993 02 01, with salary according to the salary schedule:

Jeremy Abrahams (S)
Peter Cipriani (S)
Jane Clouston (S)
Silvia D'Agruma (S)
Thomas Harber (S)
Thomas Mlekuz (S)
John Niessen (S)
Gary Nolan (S)
Susan Shaker (S)
Linda Smith (S)
Robert Spree (S)

3. PROMOTIONS

(a) (i) That Lindy Millen be appointed to the position of Acting Principal of an Elementary School, effective 1993 02 01, with salary according to the salary schedule.

(ii) That Lorrie Ann Clark be appointed to the position of Acting Vice-Principal of an Elementary School, effective 1993 02 01, with salary according to the salary schedule.

(iii) That James Morgante be appointed to the position of Acting Assistant Head of Department (Mathematics), effective 1993 01 29, with salary according to the salary schedule.

(iv) That Norine Galvin be appointed to the temporary position of Head of Department (Family Studies), effective 1993 02 01 to 1993 06 30, with salary according to the salary schedule.

(Replacements)

(b) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Linda Gillis (Secondary-Vocational School Secretary – Grade 8,
Clerical and Technical Staff), 1992 12 16

Anne Lennox (Elementary School Secretary – Grade 4, Clerical and Technical Staff), 1992 12 07 (.3)

Ana Misiti (Senior Secretary – Level 5, Secondary School Clerical and Secretarial Staff), 1992 12 16
(Replacements)

4. INTERNAL APPOINTMENTS

(a) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Mary Davis (Elementary School Secretary – Grade 8, Clerical and Technical Staff), 1993 02 01

Ruth Hall (Elementary School Secretary – Grade 8, Clerical and Technical Staff), 1993 01 18
(Replacements)

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective as shown, with salary according to the salary schedule:

Angelo Costanzo (S), 3/6 to 6/6, 1993 01 29

Mary Welsh (S) – Section 27, 1.0 to .5, 1993 01 25

6. RETIREMENTS

(a) That the resignation of George Willett, Elementary School Principal, for the purpose of retirement, effective 1993 04 30, be accepted with regret and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Kathryn Archer (E), 1993 01 01 to 1993 08 31

Dale Cornish (E), 1993 01 19 to 1994 08 31

Madiha Dokainish (S), 1993 02 01 to 1993 08 31

Karen Hahn (E), 1993 02 01 to 1993 08 31

Gary Nolan (S), 1993 02 01 to 1993 08 31

Gisele Portelance (E), 1993 02 22 to 1993 06 29

Grazina Stonkus (S), 1993 02 01 to 1993 08 31

Fiona Valiquette (E), 1993 01 01 to 1993 08 31

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Leanne Huegel (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 01 11 to 1993 06 30

Anja Mennaman (School Social Worker, Professional Student Services Personnel), 1992 11 23 to 1993 05 22

Carol Tanner (Educational Assistant, Educational and Lunchroom Staff), 1993 02 01 to 1993 06 30

Leave Extension

(a) That the request of Cornelia Schuster (E) for an extension of her Leave of Absence, effective 1993 01 25 to 1993 02 26, be approved.

(b) That the request of Sharon Bachuk (Educational Assistant, Educational and Lunchroom Assistant Staff) for an extension of her Leave of Absence, effective 1993 02 01 to 1993 06 30, be approved.

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown, with salary according to the salary schedule:

Bryan Bennett (S), 1993 01 29

Corinne Brown (S), 1993 01 29

E. Elizabeth Lupton (E), 1993 01 01

Michelyn Putignano (S), 1993 01 29

Nancy Turnbull (E), 1993 02 01

Leave of Absence – Date Change

(a) That the effective dates of the Leaves of Absence granted to the following staff at a previous meeting be changed as shown:

Carolle Shirley (Educational Assistant, Educational and Lunchroom Assistant Staff), 1992 04 14 to 1993 06 25

Marlene Winsor (Secretary, Clerical and Technical Staff), 1992 11 30 to 1993 06 04

2. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Lesley Dalgarno (E), 1992 09 30 to 1992 10 27

Constance Jain (E), 1992 10 29 to 1992 12 18

Janice Kovar (S), 1992 12 03 to 1993 04 20

Anita Ridderstap (E), 1992 10 29 to 1992 11 23 (.5)

Alice Ronhaar (E), 1993 01 04 to 1993 06 29

Jeffrey Roswell (S), 1992 11 16 to 1993 06 25

Brenda Southward (E), 1992 11 16 to 1992 12 18

Mark Spera (S), 1992 11 17 to 1993 01 28

Elaine Stewart (E), 1992 11 12 to further notice

10. OTHERS – Nil

Respectfully submitted

R. STEWART

Chairman

Board Room

1993 01 14

**REPORT OF THE
SPECIAL MEETING OF THE
PERSONNEL & ORGANIZATION COMMITTEE**

Present: Trustees Stewart (Chairman), Allen, Darby, Hicks, Hill and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Lowe, Mulholland, Orban, Patenaude, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Probationary Staff, effective 1993 01 29, with salary according to the salary schedule:

Robert Bukvic (S)
Maria Dlugolecki (S)
Jeannine Falasca (S) (2/3 Semester 2)
Jeannine MacIsaac (S)
Wendy Vanden Burg (E)

(Replacements)

5. TIMETABLE CHANGES

(a) The following timetable changes be approved, effective 1993 01 29, with salary according to the salary schedule:

Bruce Cooke (S), 5/6 to 6/6 (Ministry Funded)
Barbara McIlveen (S) (Section 27), 3/6 to 6/6

(Replacements)

10. OTHERS

(a) The the request of Jay Kyle to transfer from the Elementary Panel to the Secondary Panel, effective 1993 01 29, with salary according to the salary schedule, be granted. (Replacement)

Respectfully submitted

R. STEWART

Chairman

Board Room
1993 01 21

**REPORT OF THE
SALARY COMMITTEE**

Present: R. Stewart (Chairman); Trustees Hill, Korz and Cunningham.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), D. Russon (Manager, Employee Relations Services) and V. Meli and R. Van Horne (Employee Relations Officers).

GENERAL

The Committee recommends:

1. That the Memorandum of Settlement between the Hamilton Board of Education for the City of Hamilton and the Canadian Union of Public Employees, Local 1344, be approved as presented.

Respectfully submitted

ROBERT STEWART
Chairman

Committee Room
1993 01 21

**MEMORANDUM OF SETTLEMENT
BETWEEN
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 1344**

1. The parties herein agree to the terms of this memorandum as constituting full settlement of all matters in dispute.
2. The undersigned representatives of the parties do hereby agree to recommend complete acceptance of all the terms of this memorandum to their respective principals.
3. The parties herein agree that the term of the collective agreement shall be from November 1, 1991 to October 31, 1994.
4. The parties herein agree that the said collective agreement shall include the terms of the previous collective agreement which expired on October 31, 1991, provided, however, that the following amendments are incorporated:
 1. All matters previously settled and agreed to by the parties prior to the date hereof as found in Parts 1 and 3.
 2. All matters settled by the parties on January 19th and 20th, 1993, as found in Part 2.
 5. Any obvious errors or omissions in this document will be corrected in accordance with the negotiations and agreements reached between the parties.

Dated at Hamilton this 20th day of January, 1993.

On Behalf of
C.U.P.E., Local 1344

On Behalf of
The Board of Education for
the City of Hamilton

13.01

- (b) Leave of absence without pay or loss of seniority will be granted to employees not to exceed five (5) at one time and a total of thirty-two (32) work days per contract year, who have been selected or appointed to represent the Union at conventions, conferences or on Union business which is specifically related to C.U.P.E., Local 1344. When the thirty-two (32) work days provided for herein have been exhausted, the Union shall be entitled to a further one hundred and eighteen (118) work days, provided the Union reimburses the Board for any overtime premium cost required for employees who fill in on days in excess of the initial thirty-two (32) work days. The Union shall provide the Board with a minimum of ten (10) days' prior notice of such leave. In the event of unexpected leave, the Union shall give the Board as much notice as possible.

Delete present 13.02, 13.03 & 13.04 and replace with the following:

13.02 STATUTORY PREGNANCY LEAVE

- (a) Upon application, in writing, an employee who is pregnant and who is employed by the Board immediately preceding the estimated day of the delivery, shall be entitled to a leave of absence of at least seventeen (17) weeks.
- (b) The Board shall not terminate the employment of or lay off any employee who is entitled to a leave of absence under this clause.
- (c) (i) An employee may begin a pregnancy leave no earlier than seventeen (17) weeks before the expected birth date.
 - (ii) The employee shall give the Board at least two (2) weeks written notice of the day upon which the leave of absence is to commence. The Board shall be furnished with the certificate of a legally qualified medical practitioner stating the expected birth date.
- (d) (i) An employee who suffers a pregnancy related illness prior to the period of statutory leave and who furnishes the Board with a certificate from a legally qualified medical practitioner shall qualify for sick leave during the illness. The employee will not be required to use pregnancy leave unless the employee so elects.

- (ii) In the case of an employee who elects to stop working because of complications caused by pregnancy or stops working because of birth, still-birth or miscarriage that happens earlier than the employee expected to give birth, subsection (c) (ii) will not apply. The procedure will be as indicated in (e) which follows;
- (e) Within two (2) weeks of stopping work an employee described in sub-section (d) (ii) above must give the Board:
 - (i) written notice of the date the pregnancy leave began or is to begin; and
 - (ii) certificate from a legally qualified medical practitioner stating that:
 - (1) in the case of an employee who stops working because of complications caused by the pregnancy, states the employee is unable to perform the employee's duties because of complications caused by the pregnancy and states the expected birth date, or
 - (2) in any other case, states the date of birth, still-birth or miscarriage and the date the employee was expected to give birth.
- (f) The pregnancy leave ends:
 - (i) the later of – six (6) weeks after birth, still-birth or miscarriage, seventeen (17) weeks after the leave began
OR
 - (ii) at an earlier date if the employee gives the Board four (4) weeks written notice of the date.
- (g) An employee who intends to resume employment on the expiration of a statutory pregnancy leave of absence shall so advise the Board. Upon return to work the Board shall reinstate the employee to the position the employee most recently held. Reinstatement shall be without loss of seniority or benefits.
- (h) The Board shall continue to contribute its share towards the premium cost of the employee's benefits – Semi-Private Hospital Care, Extended Health, Dental and Group Life Insurance during the period of statutory pregnancy leave up to a maximum of seventeen (17) weeks unless the employee gives the Board written notice that the employee does not intend to pay the employee's contributions.

13.03 STATUTORY PARENTAL LEAVE

- (a) For the purposes of this clause and Appendix "B", parent shall be defined as one of the following:
 - (i) natural father or mother
 - (ii) adoptive father or mother
 - (iii) any person in a relationship of some permanence with the parent or child.
- (b) Upon application in writing, an employee of the Board who is a parent of a child is entitled to a leave of absence without pay following:
 - (i) the birth of the child;
 - (ii) the coming of the child into custody care and control of a parent for the first time.
- (c) The Board shall not terminate the employment of or lay off any employee who is entitled to a leave of absence under this clause.
- (d) The parental leave of an employee who takes a pregnancy leave must begin when the pregnancy leave ends unless the child has not yet come into custody, care and control of the parent for the first time.
- (e) For persons not covered under (d) Parental Leave may begin no more than thirty-five (35) weeks after the day the child is born or comes into the custody, care and control of a parent for the first time.
- (f) The employee shall give the Board at least two (2) weeks written notice of the date the leave is to begin.
- (g) If an employee wishes to change the date when a Parental Leave is scheduled to begin the employee must give written notice:
 - (i) two weeks before the starting date if the leave is to begin sooner than indicated; or
 - (ii) two weeks before the leave was to start if the leave is to begin later than indicated.
- (h) If a child comes into the custody, care and control of a parent earlier than expected, the leave begins immediately and the parent must notify the Board within two (2) weeks of the date.
- (i) The Parental Leave ends:
 - (i) 18 weeks after it begins; or

- (ii) at an earlier date if the employee gives the Board at least four (4) weeks written notice before the earlier date; or
 - (iii) at a later date if the employee gives the Board at least four (4) weeks written notice before the date the leave was to end.
- (j) An employee who intends to resume employment on the expiration of a statutory parental leave of absence shall so advise the Board. Upon return to work the Board shall reinstate the employee to the position the employee most recently held. Reinstatement shall be without loss of seniority or benefits.
- (k) The Board shall continue to contribute its share towards the premium cost of employee benefits – Semi-Private Hospital Care, Extended Health, Dental and Group Life Insurance during the period of statutory Parental Leave up to a maximum of (18) weeks unless the employee gives the Board written notice that the employee does not intend to pay the employee's contributions.

15.07

- (a) Delete first sentence. Amend remainder of article to read:

- (i) Effective January 1, 1991, the Board shall pay a shift premium of forty-one cents (.41) per hour for afternoon shift or forty-one (.41) per hour for night shift where the bulk of the employee's shift hours falls between 3.00 p.m. and 7.00 a.m. Cleaners required to work a split shift in elementary schools shall be paid shift premiums for the afternoon shift hours only.
- (ii) Effective first of the month following date of ratification, the Board will pay a shift premium of forty-three cents (.43) per hour for afternoon shift or forty-three cents (.43) per hour for night shift where the bulk of the employee's shift hours falls between 3.00 p.m. and 7.00 a.m. Cleaners required to work a split shift in elementary schools shall be paid shift premiums for the afternoon shift hours only.

15.07

- (b) Delete the first sentence.

16.05

Add as second sentence:

Effective the 1993 vacation year, all employees who have attained twenty-four (24) years' seniority with the Board prior to September 1st in any year shall be entitled to six (6) weeks' vacation with pay.

16.08**(a) Amend to read:**

Vacations will be taken during the months of July and August in each year. However, in order that some employees may be permitted to take up to two (2) weeks of their vacation at a time other than July and August, the Board agrees to permit up to fifteen (15) caretaking employees and twenty (20) cleaning employees during the three (3) months of January, February, and March (exclusive of the Mid-Winter Break), up to fifteen (15) caretaking employees and twenty (20) cleaning employees during the three (3) months April, May and June and up to fifteen (15) caretaking employees and twenty (20) cleaning employees during the four (4) months of September, October, November, and December (exclusive of the Christmas Break) to take up to two weeks' vacation subject to the following:

- (i) such request is made in writing on or before September 1st for the months of January, February and March, on or before December 1st for the months of April, May and June and on or before May 1st for the months of September, October, November and December of the year for which the request applies, and
- (ii) preference will be given to the most senior employees, and
- (iii) provided the granting of such request does not interfere with the efficient operation of the Board's business, and
- (iv) the employee to whom such period is granted shall not have the seniority preference set out in the foregoing paragraph (ii) for the next three (3) years.

16.08**(b) New:**

Upon approval, vacations for cleaning and caretaking employees may be taken during the Christmas Break (up to and including December 31st) or the Mid-Winter Break. Employees who are granted such vacation shall not have the seniority preference as set out in clause 16.08 (a) (ii) for the next three (3) years. Such vacation shall be limited to no more than one-third of the staff per work location.

Renumber present 16.08 (b) and (c) to (c) and (d).

18.02

- a) Change reference to Health Levy or equivalent
Vision Care – Effective January 1, 1993 – \$175.00 every two years.
Hearing Aids – No change to present coverage.

18.05

A Delete letter only. Amend first sentence to read;
Sick leave benefits and bereavement leave for caretaking, cleaning, cooking and maintenance employees etc.....

18.05

- B (i) and (ii) Delete.

18.05

- A (e) Amend last sentence to read:

This leave shall not be deducted from the employee's sick leave account.

18.07

- (a) Amend to read:
Effective January 1, 1993, a claimant shall be reimbursed 100% of the cost of the insured services of Basic Services and 75% of the cost of Endodontics and Periodontics based on the 1991 ODA rate schedule.

18.07

- (c) Amend to read the 1991 ODA rate schedule.

18.07

- (d) Amend to read the 1991 ODA rate schedule.

18.08

- (b) Amend to read:
A member retiring on and after the first day of the month following date of ratification who has attained at least the age of fifty-five (55) and retires before the compulsory retiring age, shall have the option of retaining a \$25,000 life insurance policy until the age of sixty-five (65) (disability coverage not included). Such election must be made on or prior to retirement date. The member who so elects shall pay the full amount of the premiums, annually, in advance, otherwise coverage shall be cancelled.

18.09**(ii) Spousal**

Amend to read:

coverage shall remain in effect for a maximum of two years from the date of death of the deceased employee. Coverage shall be cancelled the first day of the month following the spouse's 65th birthday or upon remarriage.

21.01

Delete current article and replace with.

The Letter of Understanding on Job Security shall form part of this Collective Agreement.

22.01

Three (3) year Collective Agreement from November 1, 1991 up to and including October 31, 1994.

Appendix "D"

Amend title to read.

Caretaking, Cooking, Cleaning and Maintenance Employees Sick Leave

Appendix "D" -System of the Board of Education for the City of Hamilton for Sick Leave, Sick Leave Credits, and Sick Leave Gratuities Applying to Employees who enter the Service of the Board on and After the 1st Day of January, 1956.

12 (C)

(c) (i) Amend to read:

For a caretaking and maintenance employee hired after June 30, 1977, the payment of a sick leave gratuity as calculated in accordance with Subsection 12 and 14 hereof, shall not exceed \$6,000.

(ii) New:

For a cleaning and cooking employee hired after October 1, 1977, the payment of a sick leave gratuity as calculated in accordance with Subsections 12 and 14 hereof, shall not exceed \$6,000.

Appendix "E"

Delete

Appendix "F"**Clause 9 NEW**

For all Cleaning and Cooking Employees on staff as of June 1, 1992 the past service pension plan shall be increased from 90% benefit level to 100% benefit level.

Appendix "H"**PART-TIME BARGAINING UNIT – EMPLOYEES EMPLOYED FOR NOT MORE THAN 24 HOURS PER WEEK.**

The same benefit plan improvements will apply to the part-time bargaining unit employees, however, the Board's contribution level will remain unchanged.

APPENDIX "T"

- (a) Wage increase for students or provisional workers shall be the same as other bargaining unit members in the 2nd and 3rd year. Students and provisional workers are not entitled to the lump sum payment.

- (h) Amend to read:

If an employee refuses an assignment on three consecutive occasions without a bona fide reason, the employee's name shall be removed from the casual list.

- (i) Amend to read:

If an employee is unavailable for assignment for a period of three (3) consecutive months, other than pregnancy/parental leave, a leave of absence granted by the Manager, Caretaking Services, or illness certified by a medical practitioner, the employee's name shall be removed from the casual list. Under unusual circumstances the Board may not remove the employee's name from the casual list and may extend the period for an additional three (3) months.

- (j) As tabled by the Board on February 14, 1992 as (h – a and b).

- (a) (i) For the purposes of the job posting provisions of Article 12 of the Collective Agreement, an employee shall be credited with seniority standing as of the date immediately prior to the date of ratification and thereafter shall accrue one day of seniority for each day worked.

- (ii) The seniority standing of a casual employee shall not apply to any entitlement under this Agreement, other than for the job posting provisions of Article 12.
 - (iii) If a casual employee is appointed to the regular staff, the employee shall carry forward the employee's seniority gained while serving on the casual staff, once the person has completed the probationary period under the terms of article 11.01 (i).
 - (iv) In determining seniority, where two or more employees have the same hire date, the tie breaker shall be decided by lot.
- (b) A student, hired as a casual employee shall not be entitled to any seniority standing under this Collective Agreement.

Snow Days -The Board agrees to extend the pilot project for the 1992-93-94 winter school year.

Substitute Cleaners who are scheduled to work on a snow day shall be paid for the assigned shift hours on that day if the schools and all of the Board's locations are closed due to inclement weather.

Delete the following Letters of Intent and Letters of Understanding

Appendix "I" -Assigning employees to casual work from the regular substitute cleaner list.

Posting Procedures

Overtime

Contracting Out

Apprenticeships

Reclassifications

Pay Equity

RE: Letter of Understanding to be attached to the Collective Agreement in compliance with Article 21.

THE PARTIES AGREE TO THE FOLLOWING TERMS:**APPLICATION**

1. This Letter of Understanding shall only have application to a bargaining unit member who had status as a permanent or probationary employee as of June 1, 1992. Thus this Letter of Understanding does not apply to casual or temporary employees on staff as of June 1, 1992 or to persons newly hired to the Board after June 1, 1992.

LAYOFFS

2. Effective from date of ratification until June 30, 1994 no bargaining unit employee, who is covered by the application of this Letter of Understanding, shall be laid off.

LOCATION WORK LOAD STUDY

3. The parties are agreed that the Board shall undertake a Location Work Load Study during the life of the Collective Agreement. The study is designed to update the present workload formula, in order to determine the total number of caretaking and cleaning hours in the schools.

*See below.

4. Tasks that are identified in the existing Caretaking Timing Sheet shall have their allotments maintained until the date as specified in paragraph 6 below.
5. Prior to conducting the study, the Union will be given an opportunity to meet with the Board and the Company conducting the study, in order to share pertinent information which may assist the Company in its study.
6. (i) Prior to the implementation of the study, the Board will meet with the Union to discuss the results. If there are any reductions indicated for Cleaners, that are to be implemented prior to June 30, 1994, they shall be implemented through attrition and other normal openings. The results of the study may be implemented in their entirety after June 30, 1994 subject to the Board providing 30 days notice in writing to affected employees (as defined in paragraph 1). Such notice not to be given prior to June 30, 1994.

- (ii) The Board and the Union agree to establish a committee of equal members not to exceed six (6) persons in total to review the results of the Work Study and make suggestions to Senior Management as to implementation. The committee shall meet monthly for four (4) consecutive months after receipt of the Work Study. On or before November 1, 1993, the committee shall submit their suggestions. It is understood that the committee will have no veto right.
 - (iii) The parties shall make every reasonable effort to find alternatives to lay-offs.
7. Upon completion of the study, the hours indicated for each school shall be written into the Collective Agreement for the sole purpose of classifying schools in accordance with Appendix "A".

SECOND DAY CLEANING

8. During the lifetime of the Collective Agreement, in extending second day cleaning as a necessary cost-saving measure, the Board will utilize vacancies as they occur in the schools that are designated for second day cleaning. Any change in a school's grouping under Appendix "A" that occurs as a result of second day cleaning will not change the classification in Appendix "B" for the head caretaker at that school.

AFTERNOON/NIGHT SHIFTS

9. Effective from date of ratification until June 30, 1994 the Board agrees not to extend the use of afternoon or night shifts for Cleaners.

REPLACEMENT FOR ABSENCES

10. Effective date of ratification, the Board shall replace Assistant Caretakers and Cleaners after the first day of absence.

*The Board is not proposing any changes to the regular work week for caretaking and maintenance employees as found in Article 1.01 (a). The Board proposes that 15.01 (a) remains as existing language.

PART II**APPENDIX "B" – WAGES**

First Year – \$650 lump sum payment in lieu of increase for regular, permanent full time and part time employees on staff as of date of ratification and those employees who have retired during the period June 30, 1992 to December 31, 1992.

\$200 lump sum payment in lieu of increase to casual and temporary employees on staff as of date of ratification.

Effective date of ratification: 10 cents per hour

Effective May 1, 1993: 15 cents per hour

Effective November 1, 1993: 15 cents per hour

APPENDIX "K" NEW

All non monetary clauses in the Collective Agreement shall take effect on date of ratification. All monetary clauses, except for Appendix "B" shall take effect on the first day of the month following ratification or the date as set out in the Collective Agreement, whichever comes last.

Appendix "B" shall take effect as specified but the lump sum payment will only be made to those employees who performed a minimum of sixty (60) days work in the period November 1, 1991 to and including October 31, 1992.

The Board will pay the lump sum payment as soon as possible and not later than twenty (20) days following date of ratification.

MINUTES OF THE
BOARD OF EDUCATION

Board Room
Education Centre
1993 02 18

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Allen, Bishop, Hicks, Hill, Johnston, Korz, Lowe, Mulholland, Orban, Paquin, Patenaude, Rodgerson and Rogers.

Officials present: D. W. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools, Area 1), N. Nicholls (Superintendent of Schools, Area 2), R. Binns (Superintendent of Schools, Area 3), P. Gillie (Superintendent of Schools, Area 4), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent, Program), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Board met in an in-camera session prior to the public meeting. Trustee Mulholland declared a conflict of interest and left the room for the discussion on the matter pertaining to the conflict.

Other action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The public meeting convened at 20:25 hours.

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Darby, Desmarais, Mason, Stewart and Wilson.

A moment of silence was observed in memory of the late Joseph Yurkiw, retired Assistant Superintendent of Special Services.

The minutes of the last regular meeting of 1993 01 21 and special meeting of 1993 01 18 were adopted as presented.

The Secretary read a note of thanks for the Board's retirement gratuity from Bob Brownridge and a letter from Elmer Fyfe, a concerned Hamilton tax payer who had written about his strong objection to the consistent playing of the French version of O Canada at Sherwood Secondary School.

The Chairman noted that a letter had been received from the Ministry of Education and Training confirming the appointment of Donald W. Goodridge to the position of Director of Education and Secretary.

All correspondence was received and ordered filed.

Committee Reports were presented as follows:

Development Committee – Mrs. Lowe

Operations Management Committee, regular and special –
Dr. Johnston

Personnel and Organization Committee, regular and special
– Mr. Allen

Salary Committee – Mrs. Hill

Moved by Mrs. Lowe, seconded by Mrs. Hill: That the General Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Mrs. Bishop: That the General Part of the Report and Special Report of the Operations Management Committee be adopted.

Moved in amendment by Canon Rogers, seconded by Dr. Johnston: That Clause 2. in the Addendum be lifted into the body of the Report.

Trustee Rogers referenced the Special Meeting of the Operations Management Committee held earlier this evening at which the Officials indicated that the Hamilton Board is both ready and willing to proceed with destreaming as of 1993 09 01. Adding that boards of education would be required to declare their inability to begin destreaming as of 1993 09 01 and request permission to delay implementation, he suggested that Hamilton should be a leader in the growing movement to implement destreaming.

Trustee Johnston, commending the Senior Officials and teachers for the way in which they have enthusiastically proceeded with their preparation without the special funds available from the Provincial Government, noted that \$50,000 will be made available for further in-service if the amendment is adopted.

Trustee Korz, pointing out that the motion in the Addendum is contrary to action already taken by the Board, suggested that a two-thirds majority vote would be required.

The Chairman took exception to Trustee Korz' comments that this issue was before the Board because some Trustees who are in opposition to destreaming are absent this evening due to a previous commitment. She stressed that the matter appears on the Report since it was dealt with at the February meeting of the Operations Management Committee when those trustees were present.

Trustees speaking in support of the amendment pointed to the fact that, through much effort and planning, the Board is prepared to implement destreaming and agreed that it was vital to access the \$50,000 available for in-service. Others pointed out that this direction will not lower student expectation.

In response to Trustee Mulholland's question, Trustee Rogers stated that he believed implementation should be effective 1993 09 01 rather than 1994 in view of the expertise and willingness of staff to move forward.

The Chairman reviewed the motion previously adopted by the Board in which it states "that the destreaming process in the

Hamilton Board of Education be delayed until the pilot projects are complete and have been evaluated and modified where required". The Chairman, noting that the pilot project at Delta Secondary School has been evaluated and some modifications made, stated that the intent of the original motion has been met. She ruled the amendment would require a simple majority vote to be adopted.

Trustee Hill added that the pilot project at Georges-P.-Vanier Secondary School has run successfully for two years and has also been evaluated and modified.

Trustee Korz challenged the Chairman's ruling and the challenge was Lost.

Trustees speaking in opposition to the amendment emphasized the questions that remain unanswered, the lack of focus destreaming represents, the short timeline for preparation/implementation of the curriculum for September, 1993 and the many calls from staff and parents who are worried about this initiative which comes from an educational bureaucracy.

Trustee Hicks suggested that the Board should take advantage of the Ministry's offer to delay implementation until 1994 in order to involve all "stakeholders" and gain their commitment. He stated he wished to be on record as not being against destreaming but rather against the implementation timelines.

The Chairman called for a vote on lifting Clause 2. into the body of the report (to become Clause 1.(b)) and it was Carried.

Trustee Hicks requested that the Clause be voted on separately.

When Trustee Mulholland proposed an amendment to "1994, subject to permission of the Ministry of Education and Training", the Chairman ruled the amendment out of order as it would change the intent of the Clause.

Clause 1. (b) was put to a vote and was Carried.

The Report, excluding Clause 1. (b), was put to a vote and was Carried.

Moved by Mr. Allen, seconded by Mrs. Lowe: That the General Part of the Report and Special Report of the Personnel and Organization Committee be adopted. Carried.

Moved by Mrs. Hill, seconded by Mrs. Lowe: That the Report of the Salary Committee be adopted.

Trustee Mulholland declared a conflict of interest and stated he would neither discuss nor vote on the item.

Trustee Hill pointed out that the Collective Agreement reached with O.S.S.T.F, District 8, Office, Clerical and Technical Unit, represents a good contract for both parties.

The motion was put to a vote and was Carried.

Under New Business, it was moved by Dr. Johnston, seconded by Mr. Korz: That the most meaningful expressions of the life and witness of Joseph Yurkiw, given at his funeral service by the members of the Board and others, be requested for placement in the Archives of the Board of Education. Carried.

FRENCH LANGUAGE SECTION

Presentation of Report – Trustee Paquin.

Moved by Mr. Paquin, seconded by Ms. Patenaude: That the Report of the French Language Section be adopted.

Trustee Paquin announced that the 1993 02 23 meeting of the French Language Section, as referenced in Clause 4, will not be required.

The motion was put to a vote and was Carried.

ELEMENTARY/SECONDARY

Mr. Goodridge noted that the Ontario Secondary School Teachers' Federation, District 8, has requested a Trustee be

appointed to serve in the selection process for the Walter Clarke Outstanding Teacher Award.

Moved by Mrs. Bishop, seconded by Mrs. Hill: That Trustee Sue Rodgeron act as a judge in the selection of the Walter Clarke Outstanding Teacher Award. Carried.

Mr. Goodridge noted that the SEEDS Foundation has announced that Thornbrae School has received the "Environmental Bronze School certificate".

In receiving and ordering this correspondence filed, the members requested that a letter of congratulations to staff and students be sent on behalf of the Board .

Moved by Dr. Johnston, seconded by Ms. Orban: That the Elementary/Secondary Part of the Report of the Operations Management Committee be adopted. Carried.

Moved by Mr. Allen, seconded by Mrs. Hill: That the Elementary/Secondary Part of the Report of the Personnel and Organization Committee be adopted.

Trustee Allen drew attention to the impending retirement of the Co-ordinator of Technological Services, Jim Kerr, citing his guidance in helping the Hamilton Board to become a leader as society enters a new technological age.

Trustee Allen agreed with Trustee Orban's suggestion that the motion be amended to record Mr. Kerr's accomplishments in the Board's Archives.

Trustee Bishop proposed that the Archives Committee be charged with the responsibility of developing equitable recognition of staff contributions.

Trustee Allen agreed with this direction.

The motion was put to a vote and was Carried.

Under Unfinished Business, it was moved by Mr. Mulholland, seconded by Mr. Hicks: That the motion adopted at the January meeting of the Board "that a Trustee Workshop on the process for interviewing and promotion of Vice-Principals and Principals to take place in February, 1993", be amended to take place in April, 1993.

Trustee Mulholland noted the lack of available meeting dates in February which prevented the Workshop being held as stated in the motion. He stressed, however, that, through the leadership of the Director, the crisis that had been the basis of the motion's urgency at the February Board meeting has been removed and there is now time to plan a workshop in a positive and beneficial manner.

Trustee Mulholland clarified that his comments last month were not intended as negative statements about the calibre of the Principals and Vice-Principals already appointed; rather, he was pointing out that there are good candidates who have not experienced success in the selection process.

The motion was put to a vote and was Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION FIRST REPORT

Present: Jean Desmarais (Chairman); Trustees Patenaude and Paquin

Official present: R. Lavoie (Superintendent of Schools, French as a First Language)

The French Language Section recommends:

1. That the following recommendations of the Director of Education be approved as presented to the members:

A. STAFFING – Nil

B. OTHER

1. That the following trip requests be approved:

a) Georges-P.-Vanier, Grade 9 to OAC, École secondaire Thériault, Timmins, from 1993 02 11 to 1993 02 13 (Thursday to Saturday).

b) Georges-P.-Vanier, Grades 11 to OAC, École secondaire Ste-Marie, New Liskeard, from 1993 02 04 to 1993 02 06 (Thursday to Saturday).

c) Georges-P.-Vanier, Grades 9 to OAC, Blue Mountain, Collingwood, 1993 02 12 (Friday).

* * * * *

2. That the correspondence from AEFO (Association of franco-ontarian teachers) dated 1992 12 22 re Campaign for “La Chaîne française” be received for information.

3. That the verbal report on Option Sheets and 1993-1994 Course Calendar for Georges-P.-Vanier be received for information.

4. That the French Language Section meeting of 1993 03 02 be cancelled and tentatively re-scheduled for 1993 02 23 subject to confirmation by the French Language Section Chairman.

5. That the report of the COPFE (Conseil des présidentes et des présidents des organismes franco-ontariens en éducation) dated 1993 01 14 be received for information.

6. That the request of ACFO (Association canadienne française de l'Ontario) re Financial Assistance be received for information and that Mr. Lavoie advise them of the Board's policy.

Respectfully submitted

JEAN DESMARAIS

Chairman

Committee Room
1993 02 02

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE PREMIER RAPPORT

Étaient présents: M. Jean Desmarais (président); Mde Marie Patenaude (conseillère scolaire), M. Hubert Paquin (conseiller scolaire)

Administrateur présent: M. R. C. Lavoie (Surintendant des écoles de langue française)

La Section recommande:

1. que les résolutions suivantes du Directeur de l'éducation soient approuvées telles que présentées aux membres:

A. DOTATION EN PERSONNEL – Aucun

B. AUTRE(S)

1. Que les demandes de voyages suivantes soient approuvées:

a) Georges-P.-Vanier, 9e année au CPO, École secondaire Thériault, Timmins, les 11, 12 et 13 février 1993 (jeudi à samedi).

b) Georges-P.-Vanier, 11e année au CPO, École secondaire Ste-Marie, New Liskeard, les 4, 5 et 6 février 1993 (jeudi à samedi).

c) Georges-P.-Vanier, 9e année au CPO, Blue Mountain, Collingwood, le 12 février 1993 (vendredi).

* * * * *

2. que la correspondance de l'AEFO (Association des enseignantes et des enseignants franco-ontariens) en date du 22 décembre 1992 [Objet: Campagne pour la Chaîne française] soit reçue à titre d'information.

3. que le rapport verbal sur les feuilles d'options et le prospectus des cours 1993-1994 pour Georges-P.-Vanier soit reçu à titre d'information.

4. que la réunion de la Section de langue française du 2 mars soit annulée et qu'une réunion de la Section de langue française soit tentativement cédulée le 23 février suite à l'approbation du président de la Section de langue française.

5. que le compte rendu de la rencontre du COPFE (Conseil des présidentes et des présidents des organismes franco-ontariens en éducation) en date du 14 janvier 1993 soit reçu à titre d'information.

6. que la demande d'aide financière de l'ACFO régionale soit reçue à titre d'information et que M. Lavoie les avise de la politique du conseil.

Respectueusement présenté

JEAN DESMARAIS
président

Salle de comité
le 2 février 1993

**REPORT OF THE
DEVELOPMENT COMMITTEE
THIRD REPORT**

Present: Trustees M. Lowe (Chairman), Bishop, Mulholland, Patenaude, Wilson and Cunningham.

Also Present: Trustees Allen, Hill, Johnston, Orban, Rodgerson and Rogers.

Officials Present: D. W. Goodridge (Director of Education and Secretary), E. Bond (Superintendent of Program), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. (a) That the Provincial Mathematics Benchmarks Validation response document be approved and forwarded to the Ministry of Education and Training.

(b) That appreciation letters be sent from the Superintendent of Program to all community groups for their time and efforts in assisting the Board in the development of this response document.

Respectfully submitted

M. LOWE
Chairman

Board Room
1993 02 11

REPORT OF THE OPERATIONS MANAGEMENT COMMITTEE THIRD REPORT

Present: Trustees J. Johnston (Chairman); Desmarais, Korz, Orban, Rodgeron, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Mason, Mulholland, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), G. Rutledge (Controller), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary)

The Committee recommends:

GENERAL

1. That the following recommendation with reference to Transition Years and Destreaming be approved:

a) That the Director of Education:

i) indicate to the Minister of Education and Training the concerns of the Hamilton Board of Education with the September, 1993 implementation of Transition Years and Destreaming, and

ii) request clarification of the Minister's intent to implement Transition Years and Destreaming for September, 1993.

b) That the Board advise the Minister of Education and Training that destreaming and decrediting of the Grade 9 Program in the Hamilton Board of Education will begin effective 1993 09 01 subject to any change in the direction of the Minister of Education and Training.

2. That the following recommendations regarding renovations at Hillsdale School (Phase 1) be approved:

a) That a contract be awarded to Martin Stewart Contracting Limited in the amount of \$568,469.60.

b) That funds be approved in the amount of \$752,191.56 for this project.

c) That application for final approval be submitted to the Ontario Municipal Board.

d) That pursuant to the provisions of Part VII Section 208, subsection 1 of the Education Act, the Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm sum of \$752,000 (Seven Hundred and Fifty-two Thousand Dollars) for the renovations for Phase I of Hillsdale Elementary School on Eastwood Street in the City of Hamilton and further requests that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment term not to exceed Twenty (20) years and that the appropriate By-Law for the said purpose be passed by the Council of said Regional Municipality.

3. That the following Report of the Special Education Advisory Committee be approved:

a) That the Hamilton Board of Education:

i) Concur with the findings of the Report of the Interministerial Working Group on Learning Disabilities and support the recommendations in the Report.

ii) Maintain the necessary special education programs and services for persons with learning disabilities within budget limitations.

iii) Continue to provide a continuum of special education services so that pupils with learning disabilities receive services appropriate to their needs throughout their school careers.

b) That the report on Transition Years be received for information.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

(i) Burkholder Drive, Grades 6-8, Outdoor Education, Camp Arowhon, Algonquin Park, 1993 06 08-11 (Tuesday to Friday)

(ii) C. B. Stirling, Grades 6-7, Outdoor Education, Camp Wanakita, 1993 06 20-23 (Sunday to Wednesday)

(iii) Memorial, Grades 6-8, Downhill Skiing, Horseshoe Valley, Barrie, 1993 02 24 (Wednesday)

(iv) Memorial, Grades 6-8, Cross Country Skiing, Horseshoe Valley, Barrie, 1993 02 24 (Wednesday)

(v) Norwood Park, Grades 7-8, Quebec City, Quebec, 1993 05 18-21 (Tuesday to Friday)

(vi) Thornbrae, Hill Park, Sherwood, Sir Winston Churchill (Vincent Massey), T.R. students, Kingston, 1993 05 17-19 (Monday to Wednesday)

(vii) Westview, Grades 7-8 Gifted, Stratford, 1993 05 13 (Thursday)

(viii) Glendale, Grades 9-OAC, School Band, New Orleans, 1993 04 27-05 01 (Tuesday to Saturday)

(ix) Westdale, Grades 9-OAC, Holiday Valley, N.Y., 1993 02 12, 1993 02 26, 1993 03 26 (Fridays)

(x) Westdale, Grades 9-OAC, Montreal, Quebec, 1993 04 29-05 02 (Thursday to Sunday)

2. That senior officials present a report, including a costing, before the end of the month relative to concerns raised about the Westmount 1990 program, to allow trustees the opportunity to make an appropriate decision on this project.

Respectfully submitted

Board Room
1993 02 09

J. JOHNSTON
Chairman

ADDENDUM

The following motions were considered at the 1993 02 09 meeting of the Operations Management Committee and were LOST:

GENERAL

1. That the issue of Transition Years be tabled in order to allow the Director an opportunity to contact the Minister of Education and Training to clarify if there has been a change in direction for Transition Years and Destreaming.

Clause 2. lifted to become Clause 1. (b)

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
THIRD REPORT**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Lowe, Mason, Mulholland, Orban, Patenaude, Rodgerson, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendations in the Report regarding Replacement Needs and the Board's Early Retirement Plan be approved:

(a) That a minimum of 20 cleaning positions in elementary schools be eliminated, effective for the 1992-93 school year. The job reduction to be accomplished by not filling vacancies in elementary schools designated for expansion of second day cleaning.

Bargaining Unit

(b) That the remaining vacancies resulting from the Early Retirement Plan in the Plant, Finance, Human Resources and Program Departments and the elementary and secondary schools be filled as openings occur.

Non-Bargaining Personnel

(c) That the status quo be maintained in the Plant Department until June, 1993 when the results of the Workload Study – Plant Department are presented.

2. That the Report regarding Average Class Size of Secondary Composite Schools be received for information.

3. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS – Nil

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) That the resignation of James Kerr for the purpose of retirement from the position of Co-ordinator (Technological Studies), effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

(b) (i) That the resignations of the following staff for the purpose of retirement from the position stated, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Pearl Marhal (Cleaner, Cleaning Staff), 1993 02 26

Russell Norman (Foreman, Administrative Staff), 1993 03 31

Lorene Reid (Cleaner, Cleaning Staff), 1993 06 30

(ii) That the resignation of Sylvia Burke for the purpose of retirement from the position of Cleaner (Cleaning Staff), effective 1993 01 27, be accepted with regret.

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the request of Margaret F. Mills (Fireman, Caretaking and Maintenance Staff) for a Leave of Absence, effective 1993 03 01 to 1993 08 20, be granted.

Leave Extension

(a) That the request of Aurelie Stirling (Assistant Caretaker, Caretaking and Maintenance Staff) for an extension of a Leave of Absence, effective 1992 10 19 to 1993 01 12, be granted.

Return from Leave of Absence

(a) That the following staff be returned from their Leaves of Absence, effective as shown:

Lonnie Brown (Assistant Caretaker, Caretaking and Maintenance Staff), 1992 11 09

Sandra Curran (Cleaner, Cleaning Staff), 1992 12 04

Maria Girardi (Cleaner, Cleaning Staff), 1992 11 16

Aurelie Stirling (Assistant Caretaker, Caretaking and Maintenance Staff), 1993 01 13

Leave of Absence – Date Change

(a) That the effective dates of the Leave of Absence granted to Denise Dawson (Auditor and Special Projects Assistant, Administrative Staff) at a previous meeting be changed to 1993 01 19 to 1993 05 17.

9. OCCASIONAL STAFF APPOINTMENTS – Nil

10. OTHERS – Nil

* * * * *

4. That the Staffing Report – Full Time Equivalent Positions be received for information.

5. That the Report on Supply Teachers be received for information.

6. That the Update on Workers' Compensation Board be received for information and the following recommendations approved:

(a) That an Action Committee be established by Management to develop a plan to:

- implement a systematic approach to Workers' Compensation Board claims management
- curb Workers' Compensation Board costs
- avoid possible penalty

(b) That a report on the activities of the Action Committee be presented to the Personnel and Organization Committee on 1993 10 14.

ELEMENTARY/SECONDARY

1. That the verbal Report regarding the Status of Reduction of Educational Assistants' Hours be received for information.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That Cynthia Campanella (E) be appointed to the Probationary Staff, effective 1993 02 19 (.7), with salary according to the salary schedule. (Replacement)

2. PERMANENT STAFF APPOINTMENTS

(a) That Lois Haslett (E) be appointed to the Permanent Staff, effective 1993 03 23, with salary according to the salary schedule.

3. PROMOTIONS – Nil**4. INTERNAL APPOINTMENTS**

(a) That the appointment of Terese Gallagher, Junior/Middle School Consultant – Area 1, be extended effective 1992 09 01 to 1994 06 30.

5. TIMETABLE CHANGES

(a) That the timetable of Robert Martin (E) be increased from .5 to .8, effective 1993 02 19 to 1993 06 30, with salary according to the salary schedule. (Replacement)

6. RETIREMENTS

(a) That the resignations of the following teachers, for the purpose of retirement, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid:

Martin de Boer (S)

J. Scott Flewelling (E)

Leslie John (E)

Edward Mieczanec (S)

Clyde Reid (S)

Donald Wood (S)

7. LEAVING EMPLOYMENT

(a) That the date for the following teacher to leave the employ of the Board be approved:

Carla Small (E), 1993 02 19

(b) That the date for the following staff to leave the employ of the Board be approved:

Marilyn Stennick (Educational Assistant, Educational and Lunchroom Assistant Staff), 1992 12 31

8. LEAVES**Leave of Absence**

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Jane Aitken (E), 1992 09 01

Catherine Alchin (S), 1993 04 01 to 1993 08 31

Barbara Allum (E), 1993 03 29 to 1993 08 31

Judith Ambrose (E), 1993 09 01 to 1994 08 31

Gail Andrews (E), 1992 10 31
Sandra Holmes (S), 1993 03 29 to 1993 07 23
Helen Hubar (E), 1992 10 26
Karen Koop (E), 1993 04 13 to 1993 08 31
Anthonia Major (E), 1992 04 03 to 1992 11 13 (1.0) 1992 11 16 (.5)
Wendy Martin (E), 1993 02 15 to 1993 08 31
George Massey (E), 1992 11 28
Susan McBurney- Fowler (S), 1993 09 01 to 1994 01 31
Linda Paradis (E), 1993 04 01 to 1993 08 31
Louise Quinn (E), 1993 02 22 to 1993 03 26
Alison Tweedy (E), 1993 02 15 to 1993 08 31

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Stacey Avery (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 01 25 to 1993 05 14
Judy Dalmer (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 01 04 to 1993 04 09
Carol Tanner (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 02 01 to 1993 06 30

Leave Extension

(a) That the request of Lynn Krusto (E) for an extension of her Leave of Absence, effective 1993 04 05 to 1993 05 29, be granted.

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown, with salary according to the salary schedule:

Tracy Allan (E), 1993 02 25 (.5)
Cheryle Brown (E), 1993 09 01
Helen Charalambopoulos (S), 1993 01 29
Ann Forbeck (E), 1993 09 01
Audrey Hensen (E), 1993 03 08
Karen Maerz (E), 1993 09 01
Patti McMaster (E), 1993 05 17
Cynthia Philip (E), 1993 09 01
Katherine Preston (E), 1993 02 01
Paula Scott (S), 1993 01 29

Leave of Absence – Date Change

(a) That the effective dates of the Leaves of Absence granted to the following teachers at a previous meeting be changed as shown:

Judith Haskell (E), 1992 12 11 to 1993 04 08

Maria Rikic-McCarthy (S), 1992 11 30 to 1993 06 04

(b) That the effective dates of the Leave of Absence granted to Tracy Trifunski (Secondary School Clerical and Secretarial Staff) at a previous meeting be changed to 1992 06 29 to 1993 01 01.

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Sonia Ahuja (E), 1992 11 27 to further notice

Brigitte Brockelbank (E), 1992 11 04 to 1993 03 01 (.5)

Stewart Cameron (E), 1993 01 04 to further notice

Andrea Chafe (E) 1992 11 09 to 1992 11 13 (1.0)

1992 11 16 to 1992 12 18 (.5)

Susan Connolly (E), 1992 11 16 to 1992 12 18

Melanie Finlay (E), 1993 01 04 to 1993 06 29

Donna Fortman (E), 1992 09 08 to further notice

William Gemmill (E), 1993 01 04 to 1993 03 12

Anne Harrison (E), 1992 11 23 to 1992 12 18

William Hennessy (E), 1993 01 04 to 1993 03 03

Jennifer Hicks-Corbet (E), 1992 12 18 to 1993 05 03

Violet Karnay (E), 1992 12 07 to 1993 01 11

Susan Knight (E), 1992 11 30 to 1993 01 26 (.5)

Richard Knuckle (E), 1992 12 02 to 1993 01 26

Dorina Male (E), 1992 11 01 to 1993 05 03

Joan McConnell (E), 1993 01 20 to 1993 03 12

Caroline Minne (E), 1993 02 01 to 1993 06 29

Mary Modica (E), 1993 01 29 to 1993 03 29

Lesley Stonehouse (E), 1992 12 07 to 1993 01 08

10. OTHERS – Nil

Respectfully submitted

Board Room
1993 02 11

R. STEWART
Chairman

ADDENDUM

The following motion was considered at the 1993 02 11 meeting of the Personnel and Organization Committee and was LOST:

GENERAL

1. That Clause 1. (a) be amended to 30 cleaning positions.

**REPORT OF THE
SPECIAL MEETING OF THE
OPERATIONS MANAGEMENT COMMITTEE**

Present: Trustees J. Johnston (Chairman); Korz, Orban, Rodgeron, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Hill, Lowe, Mulholland, Paquin and Patenaude.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), B. Sinclair (Superintendent of Human Resources), N. Nicholls (Superintendent of Schools – Area 2), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the verbal report from the Director re Transition Years and Destreaming be received for information.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 02 18

**REPORT OF THE
SPECIAL IN-CAMERA MEETING OF THE
PERSONNEL AND ORGANIZATION COMMITTEE**

Present: Trustees Allen (Chairman Pro Tem), Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Johnston, Lowe, Mulholland, Orban and Rogers.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), N. Nicholls (Superintendent of Schools, Area 2), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools - French as a First Language) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following Report of the Salary Committee be approved:

(a) That the Board approve the Pay Equity Plan reached between Ontario Public School Teachers' Federation, Hamilton Occasional Teachers' Branch, and the Board of Education for the City of Hamilton, dated 1993 02 08. (see page 108)

Respectfully submitted

B. ALLEN
Chairman Pro Tem

Board Room
1993 02 18

**PAY EQUITY PLAN
BETWEEN
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
(the Board)
- and -
THE ONTARIO PUBLIC SCHOOL TEACHERS' FEDERATION
HAMILTON OCCASIONAL TEACHERS' BRANCH**

EMPLOYER

The Board of Education for the City of Hamilton.

EMPLOYEES subject to this agreement:

All Occasional teachers employed by the Board in the elementary panel represented by O.P.S.T.F. Hamilton District Occasional Teacher Branch in accordance with the provisions of the Ontario Labour Relations Act.

THE ESTABLISHMENT

1. The Establishment, as defined under the Pay Equity Act, is any location where an Elementary Occasional Teacher is employed by The Board of Education for the City of Hamilton.

JOB CLASSES

2. The parties agree that the Job Classes covered by this Pay Equity Plan, pursuant to the Pay Equity Act, 1987 and their gender dominance are as follows:

Long Term Occasional Teachers	Category D	Level 1	Female
Long Term Occasional Teachers	Category C	Level 2	Female
Long Term Occasional Teachers	Category B	Level 3	Female
Long Term Occasional Teachers	Category A1	Level 4	Male
Long Term Occasional Teachers	Category A2	Level 5	Female
Long Term Occasional Teachers	Category A3	Level 6	Female
Long Term Occasional Teachers	Category A4	Level 7	Female
Short Term Occasional Teachers –	Certificated		Neutral
Short Term Occasional Teachers –	Non-certificated		Neutral

JOB CLASS COMPARISON RESULTS

3. The method of comparison used was a gender neutral, paired comparison ranking system taking into consideration the differences in the skill factor and the proportional value those skill differences represent.

4. The comparison results are that the following female job classes were found to be of equal or proportional value to the –

**MALE JOB CLASS, LONG TERM OCCASIONAL TEACHERS,
CATEGORY A1**

Long Term Occasional Teachers	Category D	Female
Long Term Occasional Teachers	Category C	Female
Long Term Occasional Teachers	Category B	Female
Long Term Occasional Teachers	Category A2	Female
Long Term Occasional Teachers	Category A3	Female
Long Term Occasional Teachers	Category A4	Female

5. The parties agree the following are gender neutral job classes and as such do not require a male job class comparator:

Short Term Occasional Teachers – Certificated
Short Term Occasional Teachers – Non-certificated

**6. PAY EQUITY ADJUSTMENTS FOR LONG TERM OCCASIONAL
TEACHERS**

(a) Levels D, C, and B (also known as Salary Grid Levels 1, 2 and 3 respectively) are eliminated effective January 1, 1990 and replaced by Category A.

(b) The number of experience steps in Category A are as follows:

Experience

- 0 years of experience
- 1 year of experience
- 2 years of experience
- 3 years of experience
- 4 years of experience
- 5 years of experience
- 6 years of experience
- 7 years of experience
- 8 years of experience
- 9 years of experience
- 10 years of experience
- 11X years or more of experience
- 11Y years or more of experience
- 11Z years or more of experience

(c) Long Term Occasional Teachers in Category D, C, and B will be placed on the grid at their appropriate experience level up to level 10 years.

(d) Level 11X is attainable by Category D or C Long Term Occasional Teachers after 11 years of experience.

(e) Level 11Y is attainable by Category B Long Term Occasional Teachers after 11 years of experience.

(f) Level 11Z is attainable only by Level B Long Term Occasional Teachers who have 11 years or more of experience and who have completed either –

- (i) 5 additional university courses not used to advance to Level B, or
- (ii) 5 additional courses acceptable under QECO #3. Of this course work, 3 of these courses must be completed after January 1, 1990. These courses could be 5 Ministry courses or a combination of Ministry and university courses not used to achieve Level B.

Therefore, if all course work done is at the university level, there is no date requirement. Course work that is a combination of university courses and Ministry courses, or all Ministry courses, has a date requirement as outlined in 6f(ii).

CALCULATIONS OF CATEGORY A

7. Category A was calculated as follows:

(i) The rates for steps 0 – 5 of Category A are 92.5% of the corresponding rates for steps 0 – 5 of Category A1 (Level 4) of the 1989-90 salary grid.

(ii) The rates for steps 6 – 9 of Category A are 91% of the corresponding rates for steps 6 – 9 of Category A1 (Level 4) of the 1989-90 salary grid.

(iii) The rate for step 10 of Category A is 96.75% of the corresponding rate for step 10 of Category A1 (Level 4) of the 1989-90 salary grid.

8. Step 11X of Category A is 93.5% of the A1 (Level 4) maximum rate of the 1989-90 salary grid.

9. Step 11Y is 95.0% of the A1 (Level 4) maximum rate of the 1989-90 salary grid.
10. Step 11Z is 100% of the A1 (Level 4) maximum rate of the 1989-90 salary grid.
11. The rates for Category A, determined from the 1989-90 salary grid would be as follows:

Experience	Category A
0	24,420
1	25,755
2	27,084
3	28,415
4	29,744
5	31,080
6	31,888
7	33,198
8	34,512
9	35,820
10	39,480
11X	41,291
11Y	41,954
11Z	44,162

IMPLEMENTATION OF PAY EQUITY ADJUSTMENTS

12. The amount of the total Pay Equity adjustment is calculated using D, C, B (Levels 1, 2, and 3) rates effective January 1, 1990, September 1, 1990, January 1, 1991, and September 1, 1991 as indicated on the attached schedules a, b, c and d.

The schedules were developed essentially by taking the difference between the current rate of pay and the targeted pay equity Category A rate of pay as described in items 7 to 11 inclusive and paying the difference in three adjustments on January 1, 1990, 1991 and 1992 as follows:

- One third effective January 1, 1990
- One third effective January 1, 1991 after recalculating Category A based on the increase which occurred to Category A1 (Level 4), effective September 1, 1990 and retaining the same percentage differentials.
- Lump sum payments will be calculated and made for 1990 and 1991.

PAYMENT OF PAY EQUITY ADJUSTMENTS

13. Pay Equity adjustments as described under the above process shall be payable to all eligible Long Term Occasional Teachers in respect to the period January 1, 1990 to December 31, 1991 during which they were in the Board's employment as an elementary occasional teacher, regardless of whether or not they are still in the Board's employ after this specified period.

14. Pay Equity adjustments are not owing after January 1, 1992 as Long Term Occasional Teachers have been paid at the new rates of Category A according to their qualifications since that date.

15. The parties agree that Pay Equity is achieved effective January 1, 1992 when the attached Schedule E became effective for Long Term Occasional Teachers.

SALARY GRID ADVANCEMENT

16. Certificate allowances will not be paid in addition to regular grid salary rates if the courses are used for advancement beyond step 11X of Category A.

17. Teachers wishing to advance beyond 11Y in Category A will provide a transcript indicating the date of completion of the course(s), the Ontario Teachers' Record Card and a QECO statement verifying which courses have been used for grid advancement.

18. Teachers who wish to use certificate allowances for grid placement (item 16) or Category B teachers wishing to advance beyond 11Y (item 17) must submit all documentation as described in item 13 above to the Board by June 1, 1993 for retroactive adjustments.

19. The parties agree that the implementation of this Pay Equity Plan achieves Pay Equity for all Elementary Long Term Occasional Teachers' Job Classes as required under the Pay Equity Act.

PLAN DEEMED APPROVED

20. This Pay Equity Plan prevails over all Elementary Occasional Teacher agreements in effect since January 1, 1990, and the adjustments provided for herein are deemed to be incorporated into and form part of those Collective Agreements, pursuant to the Pay Equity Act, s 13(10).

THIS AGREEMENT EXECUTED THIS 8th DAY OF FEBRUARY, 1993 AT HAMILTON.

THE BOARD OF EDUCATION
FOR THE CITY
OF HAMILTON

THE ONTARIO PUBLIC
SCHOOL TEACHERS'
FEDERATION HAMILTON
DISTRICT OCCASIONAL
TEACHERS' BRANCH

SCHEDULE A – JANUARY 1, 1990

LEVELS	D	C	B	TARGET CATEGORY A BY JAN. 92
EXPERIENCE				
0	20,465	21,509	22,248	24,420
1	21,690	22,820	23,635	25,755
2	22,883	24,074	24,968	27,084
3	24,053	25,309	26,283	28,415
4	25,246	26,578	27,617	29,744
5	26,425	28,070	29,279	31,080
6	29,431	29,548	30,429	31,888
7	29,868	31,248	32,133	33,198
8	30,305	33,814	34,180	34,512
9	30,741	34,250	35,399	35,820
10	31,960	35,469	39,480	39,480
11X	32,563	36,072	40,083	41,291
11Y			40,304	41,954
11Z			41,039	44,162

SCHEDULE B – SEPTEMBER 1, 1990

LEVELS	D	C	B	TARGET CATEGORY A BY JAN. 92
EXPERIENCE				
0	21,693	22,799	23,582	25,885
1	22,992	24,189	25,053	27,300
2	24,256	25,518	26,466	28,709
3	25,496	26,827	27,860	30,120
4	26,760	28,173	29,274	31,529
5	28,011	29,755	31,036	32,945
6	31,197	31,321	32,254	33,801
7	31,660	33,123	34,061	35,190
8	32,124	35,843	36,231	36,583
9	32,585	36,305	37,523	37,969
10	33,877	37,597	41,849	41,849
11X	34,516	38,236	42,488	43,768
11Y			42,722	44,471
11Z			43,501	46,812

SCHEDULE C – JANUARY 1, 1991

LEVELS	D	C	B	TARGET CATEGORY A BY JAN. 92
EXPERIENCE				
0	23,789	24,342	24,734	25,885
1	25,146	25,745	26,177	27,300
2	26,483	27,114	27,588	28,709
3	27,808	28,474	28,990	30,120
4	29,145	29,851	30,401	31,529
5	30,478	31,350	31,990	32,945
6	32,499	32,561	33,028	33,801
7	33,525	34,156	34,626	35,190
8	34,453	36,313	36,407	36,583
9	35,377	37,237	37,746	37,969
10	37,963	39,823	41,949	41,849
11X	39,242	41,102	43,228	43,768
11Y			43,697	44,471
11Z			45,257	46,812

SCHEDULE D – SEPTEMBER 1, 1991

LEVELS	D	C	B	TARGET CATEGORY A BY JAN. 92
EXPERIENCE				
0	24,622	25,194	25,600	26,791
1	26,026	26,646	27,093	28,256
2	27,410	28,063	28,554	29,714
3	28,781	29,471	30,005	31,174
4	30,165	30,896	31,465	32,633
5	31,545	32,447	33,110	34,098
6	33,636	33,701	34,184	34,984
7	34,698	35,351	35,838	36,422
8	35,659	37,584	37,681	37,863
9	36,615	38,540	39,067	39,298
10	39,292	41,217	43,314	43,314
11X	40,615	42,541	44,741	45,300
11Y			45,226	46,027
11Z			46,841	48,452

SCHEDULE E – JANUARY 1, 1992

LEVELS	D	C	B	CATEGORY A
EXPERIENCE				
0				26,791
1	Salary levels D, C, and B no longer exist.			28,256
2				29,714
3				31,174
4				32,632
5				34,098
6				34,984
7				36,422
8				37,863
9				39,298
10				43,314
11X				45,300
11Y				46,028
11Z				48,450

REPORT OF THE SALARY COMMITTEE

Present: S. Hill (Chairman); Trustees Lowe and Cunningham.

Officials Present: D. Russon (Manager, Employee Relations), V. Meli and R. Van Horne (Employee Relations Officers).

GENERAL

The Committee recommends:

1. That the Board ratify the terms of the Collective Agreement reached with O.S.S.T.F., District 8, representing the Office, Clerical and Technical Unit. (see page 117)

Respectfully submitted

SANDY HILL
Chairman

Committee Room
1993 02 11

MEMORANDUM OF SETTLEMENT

BETWEEN

**THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
(the Employer)**

and

**THE OFFICE, CLERICAL AND TECHNICAL UNIT
THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION
DISTRICT 8, HAMILTON
(the Bargaining Unit)**

1. The above named parties herein agree to the terms of this memorandum as constituting full settlement of all matters in dispute.
2. The undersigned representatives of the parties do hereby agree to recommend complete acceptance of all the terms of this memorandum to their respective principals.
3. The parties herein agree that the term of the collective agreement shall be from September 1, 1991 to August 31, 1993.
4. The Employer undertakes to calculate and pay the retroactive salary to the employees covered by the collective agreement on or before April 1, 1993. Such retroactive pay shall apply only to those employees who are on staff as of February 1, 1993.
5. Any obvious errors or omissions in this document will be corrected in accordance with the negotiations and agreements reached between the parties.
6. The parties hereby agree that the Employer will by letter inform the Bargaining Unit President the names of those employees who have been in the same assignment for a continuous period of two years as of July 1, 1993 and the status of those employees.
7. The parties agree that the Employer shall provide the initial seniority and service lists on or before April 1, 1993. The Manager, Employee Relations and the President of the Bargaining Unit shall develop an appeal procedure to ensure that the information is correct.

8.The parties hereby agree that the position of Recording Secretary – Director’s Office shall be referred to the Ministry of Labour for a determination as to whether or not this position should be in or out of the Bargaining Unit.

9.The document attached shall be the collective agreement.

Signed at Hamilton this 8th day of February, 1993.

ON BEHALF OF THE
EMPLOYER

ON BEHALF OF THE
UNION'

_____	_____
_____	_____
_____	_____
_____	_____

COLLECTIVE AGREEMENT
BETWEEN
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
REPRESENTING
THE OFFICE, CLERICAL AND TECHNICAL UNIT
OF
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
DISTRICT 8, HAMILTON

Effective September 1, 1991 to August 31, 1993.

TABLE OF CONTENTS

ARTICLE 1 – PURPOSE AND SCOPE
ARTICLE 2 – RECOGNITION
ARTICLE 3 – UNION MEMBERSHIP
ARTICLE 4 – UNION RIGHTS
ARTICLE 5 – COLLECTIVE AGREEMENT
ARTICLE 6 – MANAGEMENT RIGHTS
ARTICLE 7 – JUST CAUSE
ARTICLE 8 – NO DISCRIMINATION
ARTICLE 9 – ACCESS TO MEMBER'S PERSONNEL FILE
ARTICLE 10 – STRIKE AND LOCK-OUT
ARTICLE 11 – CONTRACTING OUT
ARTICLE 12 – STAFF RELATIONS COMMITTEE
ARTICLE 13 – AFFIRMATIVE ACTION
ARTICLE 14 – GRIEVANCE AND ARBITRATION PROCEDURES
ARTICLE 15 – BEREAVEMENT LEAVE
ARTICLE 16 – MISCELLANEOUS LEAVES OF ABSENCE
ARTICLE 17 – PERSONAL LEAVE OF ABSENCE

ARTICLE 18 – UNION LEAVE
ARTICLE 19 – PATERNAL LEAVE
ARTICLE 20 – PREGNANCY LEAVE
ARTICLE 21 – STATUTORY PARENTAL LEAVE
ARTICLE 22 – EXTENDED PARENTAL LEAVE
ARTICLE 23 – DEFERRED SALARY LEAVE PLAN
ARTICLE 24 – WCB/LTD ABSENCES
ARTICLE 25 – WORKERS COMPENSATION SUPPLEMENT
ARTICLE 26 – SICK LEAVE
ARTICLE 27 – JOB EXCHANGE PROGRAM
ARTICLE 28 – POSITION SHARING
ARTICLE 29 – TRANSFERS
ARTICLE 30 – TRANSFER TO INTERIM INTERNAL DEPARTMENT ASSIGNMENT
ARTICLE 31 – JOB POSTING
ARTICLE 32 – JOB CLASSIFICATION AND RE-CLASSIFICATION
ARTICLE 33 – JOB PERFORMANCE APPRAISALS
ARTICLE 34 – HEALTH AND SAFETY
ARTICLE 35 – VOLUNTEERS
ARTICLE 36 – HOURS OF WORK
ARTICLE 37 – OVERTIME
ARTICLE 38 – CHANGE IN HOURS OF WORK
ARTICLE 39 – RECOGNIZED PAID HOLIDAYS
ARTICLE 40 – PAID VACATIONS
ARTICLE 41 – TRAVEL ALLOWANCE
ARTICLE 42 – MEDICAL PROCEDURES
ARTICLE 43 – PROBATIONARY PERIOD
ARTICLE 44 – LAYOFF AND RECALL
ARTICLE 45 – PENSION PLAN
ARTICLE 46 – INSURED EMPLOYEE BENEFITS
ARTICLE 47 – PAY SCHEDULE
ARTICLE 48 – PERMANENT EMPLOYEE SENIORITY
ARTICLE 49 – DEFINITIONS
ARTICLE 50 – DURATION AND TERMINATION
ARTICLE 51 – AMENDMENTS
SCHEDULE A – SALARY AND GRADE LEVELS
SCHEDULE B – GRADE LEVELS AND JOB TITLES
SCHEDULE C – TEMPORARY AND CASUAL MEMBERS

APPENDIX 1 – SUPPLEMENTAL UNEMPLOYMENT BENEFITS
(SUB) PLAN

LETTER OF AGREEMENT
INCLEMENT WEATHER

LETTER OF AGREEMENT
EMPLOYEE ASSISTANCE PROGRAM

LETTER OF AGREEMENT
JOINT COMMITTEE TO REVIEW JOB PERFORMANCE
APPRAISAL

LETTER OF AGREEMENT
IDENTIFICATION OF THOSE POSITIONS HAVING
HOURS OF WORK OUTSIDE NORMAL HOURS

LETTER OF AGREEMENT
COMMITTEE TO REVIEW ARTICLE 44 – LAYOFF AND RECALL

Use of Volunteers in School Offices

SIGNING PAGE

ARTICLE 1 – PURPOSE AND SCOPE

1.1 It is the purpose of this Collective Agreement to set forth certain terms and conditions of employment together with salaries, allowances and related benefits, and to provide a process for the settlement of all matters in dispute between the Union and the Board herein after called the parties.

1.2 It is the expressed desire of the parties to maintain a harmonious relationship and to recognize the mutual value of joint discussions and negotiations.

ARTICLE 2 – RECOGNITION

2.1 The Board recognizes The Ontario Secondary School Teachers' Federation (O.S.S.T.F.), herein after called the Union, as the sole and exclusive bargaining agent authorized to represent and negotiate on behalf of the Office, Clerical and Technical Unit of the Ontario Secondary School Teachers' Federation, District 8 Hamilton, herein after called the Bargaining Unit, comprised of all office, clerical and technical employees, who are full-time, part-time, permanent, temporary or casual, employed by the Board of Education for the City of Hamilton, herein after called the Board, save and except supervisors and managers, persons above the rank of supervisor and manager, confidential secretaries,

negotiations and salary clerk, employee records coordinator, employee relations officer, senior employment officer, employment officer, compensation administrator, internal auditor, budget analyst, chief payroll clerk, assistant to the secretary of the Board, section leader-minutes, recording secretary – Director's Office, assistant to the Public Relations Officer, secretaries to the Superintendents of Schools, employment equity co-ordinator, computer systems analyst, students employed in co-operative education programs, and persons in bargaining units for which any trade union held bargaining rights as of April 15, 1991.

2.2 The Union recognizes the Negotiating Committee of the Board as the official committee authorized to represent the Board and to negotiate on its behalf for the purposes of this Agreement.

2.3 The Board recognizes the right of The Ontario Secondary School Teachers' Federation to authorize the Bargaining Unit or any other advisory agent, counsel, solicitor or duly authorized representative to assist, advise or represent them in all matters pertaining to the negotiation and administration of this Collective Agreement.

2.4 The Union recognizes the right of the Board to authorize any advisory agent, counsel, solicitor or duly authorized representative to assist, advise or represent them in all matters pertaining to the negotiation and administration of this Collective Agreement.

ARTICLE 3 – UNION MEMBERSHIP

3.1 Any employee covered by this Agreement who was hired before the ratification date of this Agreement and who has not joined the Union as of the ratification date of this Agreement, may become a member of the Union if the employee so wishes, or may refrain from becoming a member of the Union if the employee so wishes but all Employees shall as a condition of continued employment be required to pay union dues and other amounts chargeable by the Union or Bargaining Unit.

3.2 All future employees of the Board covered by this Agreement shall, as a condition of continued employment, become members of the Union on commencing employment with the Board.

ARTICLE 4 – UNION RIGHTS

4.1 On each pay date on which a Member receives a pay cheque the Board shall deduct from each Member the Union Dues chargeable by

the Union or the Bargaining Unit. The amount shall be determined by the Union, or the Bargaining Unit as the case may be, in accordance with its constitution and by-laws and made in writing to the Board at least thirty (30) days prior to the expected date of change.

4.2 The Union Dues deducted in clause 4.1 shall be remitted to the Treasurer of the Ontario Secondary School Teachers' Federation, at the Head Office of the Union, no later than the fifteenth day of the month following the month in which the deductions were made. Such remittance shall be accompanied with the following information on each Member:

- Surname and first name
- Social Insurance Number
- Amount of Union Dues deducted
- Amount of salary or wages on which Union Dues were deducted
- The period of work for which dues are submitted

4.3 The Board shall deduct from the pay of each Member the amount designated by the Bargaining Unit in accordance with its constitution and by-laws and made in writing to the Board at least thirty (30) days prior to the expected date of change. The amount deducted shall be remitted by the Board to the Bargaining Unit Treasurer at the offices of the Bargaining Unit no later than the fifteenth day of the month following the month in which the deductions were made. Such remittance shall be accompanied with the following information on each Member:

- Surname and first name
- Social Insurance Number
- Amount deducted
- Amount of salary or wages on which amount deducted was based
- The period of work for which amount is submitted

4.4 The Union and the Bargaining Unit shall indemnify and save the Board harmless from any claims, suits, attachments and any form of liability as a result of such deductions authorized by the Union or Bargaining Unit as the case may be.

4.5 The Union shall notify the Board, in writing, of the following:

- names of its representatives in the Bargaining Unit on the Executive, Collective Bargaining Committee and Grievance Officer
- address and phone number of its Head Office
- address and phone number of the Bargaining Unit Office

4.6 The Board shall provide the Union with all necessary information relating to the Members within the bargaining unit. Such information shall be current and include a list of Members, showing their names, work location, regular scheduled hours of work, classification, salary or wage and last date of hire to employment with the Board. The Board shall also provide the Union with information on the insured employee benefits for Members within the bargaining unit.

4.7 The Board shall advise the Union, in writing, the information as stated in Article 4.6 for each new Member within thirty (30) working days of commencement of employment of the new Member.

4.8 The Board agrees to notify the Union, in writing within five (5) working days, when a Member covered by this Agreement is promoted, demoted, transferred, will be laid off, is recalled, is disciplined, is put on review, is suspended, or whose employment is terminated for any reason.

4.9 The Board shall advise all new Members that a Collective Agreement is in effect and provide the new Member with the name, business phone number and work location of the Bargaining Unit President.

4.10.1 The Board and the Union agree that a Union representative shall have access to any Member for a brief exchange of information any time during the working day. Only on matters of the utmost of importance would a Member be called from a meeting or be away from the Member's work station without following the procedure outlined in clause 14.42.

4.10.2 The Union agrees to not engage in Union activities during normal working hours, except for normal break periods. The Union further agrees not to hold Union meetings on the premises of the Board without prior permission of the Superintendent of Human Resources or designate unless otherwise provided in this Agreement.

4.11 Where there are more than three (3) Members at a work location, the Union may use bulletin boards which shall be provided by the Board for the use of the Union at appropriate locations upon which the Union shall have the right to post notices relating to matters of interest to the Union and the Members.

4.12 The Union may use the inter-office mail service and the electronic mail service for the purpose of communicating with its Members. If the Board believes the use of the services is being misused, the

Manager, Employee Relations shall so notify the President of the Bargaining Unit.

4.13.1 Any official correspondence from the Board to the Union or Bargaining Unit shall be sent to the President of the Bargaining Unit at the address of the office of the Bargaining Unit provided in clause 4.5 unless otherwise stated in this Agreement.

4.13.2 Any official correspondence from the Union or Bargaining Unit shall be sent to the Manager, Employee Relations at the main office of the Board unless otherwise stated in this Agreement.

ARTICLE 5 – COLLECTIVE AGREEMENT

5.1 The Board shall supply to the local Union thirty-five (35) duplicate signed copies of this Agreement at no charge.

ARTICLE 6 – MANAGEMENT RIGHTS

6.1 Both parties to this Agreement recognize that, subject to the qualifications and limitations contained in this Collective Agreement, it is the sole right of the Board to manage its affairs in a fair and reasonable manner and not inconsistent with the prevailing statutes and regulations governing employment in the Province of Ontario and the Ontario Education Act.

6.2 The Board agrees not to make or modify any policy, rules or regulations, or change or modify established practice, which affects the status or working conditions of any Member without first consulting with the Union at least thirty (30) days prior to the proposed implementation of same.

6.3 Subject to clauses 6.1 and 6.2, the Union acknowledges that it is the exclusive right of the Board to hire, promote, demote, layoff, recall, transfer and classify Members.

6.4 Subject to clauses 6.1 and 6.2, the Board has the right to discipline, demote, suspend and discharge any Member for just cause provided that a claim by a Member that the Member has been discharged, suspended, demoted or disciplined without just cause may be the subject of a grievance and dealt with in accordance with this Agreement.

6.5 Subject to clauses 6.1 and 6.2, the Board has the right to operate and manage its business in all respects including the direction of the

work force, the work schedules, the methods and processes used, the right to decide the number of employees needed by the Board at any time, the right to determine the methods, machinery, equipment and tools to be used.

6.6 Subject to clauses 6.1 and 6.2, the Board has the right to make, alter and enforce from time to time reasonable rules and regulations.

ARTICLE 7 – JUST CAUSE

7.1 No Member shall be demoted, disciplined, transferred or discharged without just cause.

7.2 The Board shall not discipline, without just cause, a Member by means of:

- a) a written reprimand;
- b) demotion;
- c) suspension with or without pay;
- d) termination of employment;
- e) transfer.

7.3 Each Member must be provided, in writing, with all notations of derogatory or disciplinary action which are to be placed on the Member's personnel file. Unless such notation is made in writing to the Member, the Board shall not use such incident as part of the Member's past record to justify a later disciplinary action. Such notice must be given to the Member within ten (10) working days of the discovery of the occurrence giving rise to the action and such notice shall be acknowledged by a signed receipt or a registered letter. In such cases, the President of the Bargaining Unit shall be notified at the same time, by mail, that the Member has been disciplined or received a derogatory notation. Any written reply made by a Member to a derogatory notation or disciplinary action shall be included in the Member's personnel file. Upon receipt of such reply, the Board shall send, by mail, a copy of the reply to the President of the Bargaining Unit.

7.4 A Member is entitled, prior to the imposition of suspension or discharge, to be notified at a meeting with the Board to the reasons for considering such action. The Board shall inform the Member, prior to the day of the meeting, of the Member's right to have the Bargaining Unit President or designate present at such meeting. At the Member's discretion, the Member may be accompanied at the meeting by the Bargaining Unit President or designate who shall be advised in advance by the Member of the time and place of the meeting.

7.5.1 For all meetings related to this Article which are held during normal working hours, the Member, subject to clause 7.5.2, and the Bargaining Unit President, who is not on a leave of absence, or designate shall each be paid for time spent at such meetings at the rate of pay that would normally be paid had the person been at work for their normal scheduled shift.

7.5.2 A Member who has been suspended without pay or discharged for just cause, shall not be paid for the time spent at meetings related to this Article unless the Board is directed to make such payment by an arbitration award or through the resolution of a grievance.

7.6 Upon the request of a Member, any derogatory notations, disciplinary actions, written warnings or other similar documents that have been placed in a Member's personnel file shall be removed from such file after two (2) years from the time the documents were first put in the file providing such personnel file has been free of any written warning or disciplinary action during the intervening period.

ARTICLE 8 – NO DISCRIMINATION

8.1 The Board shall not discriminate against Members with respect to terms or conditions of employment on the grounds of race, creed, colour, age, sex, marital or parental status, religion, nationality, ancestry, place of origin, family relationship or status, ethnic origin, record of offenses, citizenship, handicap, place of residence, or sexual orientation.

8.2 The Board shall not discriminate against, interfere with, restrict or coerce any Member because of the Member's membership in the Union.

ARTICLE 9 – ACCESS TO MEMBER'S PERSONNEL FILE

9.1 There shall be only one personnel file for each Member retained by the Board. Such personnel file shall be located in the Human Resources Department of the Board.

9.2 A Member shall have access to examine the Member's personnel file upon prior arrangement with the Human Resources Department. Upon request, a Member shall be provided with a copy of material contained in such file.

9.3 A Member may request that the Bargaining Unit President or designate accompany the Member to review the personnel file.

9.4 A Member shall have the right to contest in writing the accuracy of such information contained in the Member's personnel file, and have the same recorded in the Member's file. If there is an error in the information, the Board shall notify all parties concerned in accordance with the Municipal Freedom of Information and Protection of Privacy Act.

ARTICLE 10 – STRIKE AND LOCK-OUT

10.1 In view of the orderly procedure established by this Agreement for the settling of disputes and the handling of grievances, the Union agrees that during the life of this Agreement there shall be no strike and the Board agrees that there shall be no lockout of the Members in this bargaining unit. The meaning of the words "strike" and "lockout" shall be as defined in the Ontario Labour Relations Act and its Regulations.

10.2 When other Board employees are on strike or lock-out, a Member shall carry on the regular duties to the best of the Member's ability, without assuming any functions or responsibilities that are normally discharged by the Board employees that are on strike or lock-out.

ARTICLE 11 – CONTRACTING OUT

11.1 No bargaining unit Member shall be laid off as a result of the Board contracting out any of its work or services.

ARTICLE 12 – STAFF RELATIONS COMMITTEE

12.1 A Staff Relations Committee comprised of three (3) representatives from the Board and three (3) representatives from the Union shall meet at the request of either party at a mutually agreed upon time to discuss concerns, interpretations of rules and such other matters as it deems necessary.

12.2 The Committee is not designed to by-pass or eliminate any of the rights of grievance as granted under this Agreement, but is designed to provide another avenue for mutual discussion of problems that may arise in the operations of the Board's schools and work locations.

ARTICLE 13 – AFFIRMATIVE ACTION

13.1 The Board and the Union agree to co-operate in implementing and maintaining a program designed to ensure equal employment and educational opportunity for all Members.

13.2 A joint work group composed of two representatives appointed by the Board and two representatives appointed by the Bargaining Unit Executive shall review all aspects of employment in the bargaining unit to ensure there is no differential and discriminating treatment of Members by sex, race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sexual orientation, age, marital status, family status or disability. The review shall include, but not be limited to, hiring, promotion and transfer policies, testing procedures, access to training and educational advancement.

13.3 The representatives from the joint work group shall provide one written report, at least once each calendar year, to their respective principals as to the work group's findings and recommendations, if any.

ARTICLE 14 – GRIEVANCE AND ARBITRATION PROCEDURES

14.1 For the purpose of this Article, the definition of "working day" shall be the normal days worked by a Member exclusive of Saturdays, Sundays, Recognized Paid Holidays and Paid Vacations. Days during the months of July and August shall not count as work days for ten-month Members.

14.2 The term "grievance" shall mean any difference arising from the interpretation, application, administration or alleged violation of the provisions of this Agreement.

14.3 A written grievance shall contain:

- a) Identification of the part or parts of this Agreement allegedly violated.
- b) A description of when the alleged violation took place.
- c) A description of how the alleged dispute is in violation of the Agreement.
- d) A statement of the facts to support such grievance.
- e) The relief sought.
- f) In the case of an individual grievance, the signature of the grieved Member and the President of the Bargaining Unit or designate.

- g) The signature of the President of the Bargaining Unit or designate in the case of a Group Grievance or Union policy grievance and the signature of the Director of Education or designate in the case of a Board policy grievance.

INDIVIDUAL GRIEVANCE

INFORMAL PROCEDURE

14.4 The Board and the Union agree that it is desirable that any complaint should be addressed as quickly as possible. Members are therefore encouraged to discuss the complaint informally with their Immediate Supervisor within fifteen (15) working days from the date of the occurrence which lead to the complaint with a view to the parties reaching a settlement of the complaint. The Supervisor shall answer the complaint within five (5) working days after first discussing the complaint with the Member(s).

FORMAL PROCEDURE

14.5 If informal attempts to resolve the complaint have failed or the Member has chosen not to implement the informal process for reasons that will be provided to the Board during a meeting held at Step 1, the following procedure shall apply:

Step 1

14.6 The Union may, with written concurrence of the Member concerned, make written grievance to the Manager, Employee Relations, provided the grievance is submitted within fifteen (15) working days of the response of the Immediate Supervisor as indicated in clause 14.4 or within fifteen (15) working days of the date of the occurrence which lead to the complaint if the informal process was not implemented by the Member.

14.7.1 The Manager, Employee Relations or designate shall inform the President of the Bargaining Unit of the name of the designated official to hear the grievance. Such designated official shall meet with the Union, within five (5) working days of the grievance being received by the Manager, Employee Relations, to discuss the grievance.

14.7.2 The designated official shall answer the grievance, in writing, to the President of the Bargaining Unit, within five (5) working days after the meeting.

Step 2

14.8 Failing satisfactory settlement at Step 1, the Union may submit the grievance to the Director of Education or designate within five (5) working days after receipt of the reply from the designated official.

14.9.1 The Director of Education or designate shall meet with the Union within five (5) working days of receipt of the grievance to discuss the grievance.

14.9.2 The Director of Education or designate shall provide a written response to the grievance to the President of the Bargaining Unit within five (5) working days of the meeting.

Step 3

14.10 Failing satisfactory settlement at Step 2, the Union may refer the grievance to arbitration within fifteen (15) working days of receipt of the response of the Director of Education or designate.

14.11 A person who responds to a Member in the informal process shall not be the designated person as provided in Step 1 or Step 2 of the above procedure.

Group Grievance

14.12 A group grievance shall be a grievance arising out of the same or similar set of circumstances or the same Board decision which effects more than one Member.

14.13 A group grievance shall be filed at Step 1 by the Union to the Manager, Employee Relations within fifteen (15) working days of the Bargaining Unit Executive becoming aware of the occurrence giving rise to the grievance.

Union Policy Grievance

14.14 A Union Policy Grievance shall be filed with the Manager, Employee Relations within fifteen (15) working days of the Bargaining Unit Executive becoming aware of the circumstances which gave rise to the policy grievance.

14.15 The Director of Education or designate shall meet with the Union to discuss the policy grievance within five (5) working days of receipt of the grievance by the Manager, Employee Relations.

14.16 The Director of Education or designate shall provide a written response to the grievance to the President of the Bargaining Unit within five (5) working days of the meeting.

14.17 If the response of the Director or designate is not satisfactory, the Union may refer the grievance to arbitration within fifteen (15) working days of receipt of the response of the Director of Education or designate.

Board Grievance

14.18 A Board Grievance shall be filed with the President of the Bargaining Unit or designate within fifteen (15) working days of the Board becoming aware of the circumstances which gave rise to the grievance.

14.19 The President of the Bargaining Unit or designate shall meet with the Board to discuss the policy grievance within five (5) working days of receipt of the grievance by the President of the Bargaining Unit or designate.

14.20 The President of the Bargaining Unit or designate shall provide a written response to the grievance to the Director of Education within five (5) working days of the meeting.

14.21 If the response of the President of the Bargaining Unit or designate is not satisfactory, the Board may refer the grievance to arbitration within fifteen (15) working days of receipt of the response of the President of the Bargaining Unit or designate.

ARBITRATION

14.22 Where a grievance is to be referred to arbitration, clauses 14.23 to 14.37 shall apply.

14.23 The party referring the grievance shall give notice to the other party indicating that it intends to refer the matter to arbitration and stating the name, phone number and address of its appointee to the Board of Arbitration.

14.24 Within ten (10) working days after receipt of such notice, the other party shall respond by indicating the name, phone number and address of its appointee to the Board of Arbitration.

14.25 The two (2) appointees so selected shall, within ten (10) working days after receipt of notice of the appointment of the second of them, appoint a third person who shall be the chairperson of the Board of Arbitration.

14.26 If the recipient of the notice fails to name an appointee, or if the two (2) appointees fail to agree upon a chairperson within the time limit, the appointment may be made by the Minister of Labour upon request of either party.

14.27 The Board of Arbitration shall be governed by clauses 14.28 to 14.35 inclusive.

14.28 The Board of Arbitration shall hear and determine the subject of the grievance and shall issue a decision which is final and binding upon the parties and upon any Member affected by it.

14.29 The decision of a majority is the decision of the Board of Arbitration but if there is no majority, the decision of the chairperson governs.

14.30 Each of the parties shall bear the expenses of its appointee and the fees for the Chairperson of a Board of Arbitration shall be shared equally by both parties in the grievance.

14.31 The Board of Arbitration shall determine its own procedure, but shall give full opportunity to all parties to present evidence and make representations.

14.32 The Board of Arbitration shall not have the power to alter or amend any of the provisions of this Agreement unless otherwise provided by this Agreement.

14.33 The parties and the Board of Arbitration shall have access to the Board's premises to view working conditions, machinery or operations which may be relevant to the resolution of a grievance.

14.34 The Board of Arbitration shall have the powers to act in accordance with the Ontario Labour Relations Act with respect to

- a. whether or not a matter is arbitrable
- b. whether or not there are reasonable grounds for the extension of timelines under this Article and that the opposite party will not be substantially prejudiced by the extension
- c. the modification of a penalty for discharge or discipline

14.35 No person shall be appointed as an Arbitrator or member of a Board of Arbitration who has been involved in the negotiation of this Collective Agreement or in attempts to settle this grievance.

14.36 The parties may agree, in writing, to seek the appointment of a single Arbitrator. Should the parties be unable to agree on the name of a single Arbitrator, one of the parties may request the Minister of Labour to make the appointment.

14.37 Either party may seek expedited arbitration in accordance with the Ontario Labour Relations Act by notifying the other party, in writing, of such action.

General

14.38.1 A Member, subject to clauses 14.38.2 and 14.38.3, whose attendance is required at a meeting related to this Article shall be paid at the rate of pay that would normally be paid if the Member had been at work for the Member's scheduled shift and also such attendance shall be without loss of benefits, sick leave, seniority or any other rights or benefits that would otherwise accrue to the Member.

14.38.2 A Member who has been suspended without pay or discharged for just cause shall not be paid for the time spent at meetings related to this Article unless the Board is directed to make such payment by an arbitration award or through the resolution of a grievance.

14.38.3 Exclusive of the grievor and the Bargaining Unit President, who is not on a leave of absence, or designate, the maximum number of Members to be paid by the Board under clause 14.38.1 for attendance at any one meeting under this Article shall be three.

14.39 Time lines shall be observed by both parties except when an extension or limitation is mutually agreed upon in writing.

14.40 The Union may process or continue to process a grievance through the grievance/arbitration procedure on behalf of a deceased Member's estate or on behalf of a retired Member if the substance of the grievance is directly related to the Collective Agreement that was in place at the time of death or the time of retirement, as the case may be, of the Member. The timelines for filing a grievance as described in this Article apply to any grievance filed under this clause.

14.41 The Union may process or continue to process a grievance through the grievance/arbitration procedure on behalf of a Member who is confined to jail or in a hospital or is similarly incapacitated.

14.42 Permission for the grievor and Union representative to leave their work without loss of salary to take part in the processing of a grievance through the grievance/arbitration procedure shall be granted by the Board under the following circumstances:

- a) All time shall be devoted to the prompt handling of the grievance;
- b) The Union representative and grievor concerned shall obtain the permission of the appropriate Immediate Supervisor(s) before leaving their work. Such permission shall not be unreasonably withheld. In the absence of the Immediate Supervisor, the Union representative and the grievor shall notify the office of the appropriate Superintendent that the representative and grievor will be away from their work location;
- c) Should the nature of a grievance require a Union representative to visit the work area of an aggrieved Member, the Union representative and the Board shall establish a mutually satisfactory time for the visit.
- d) In the event the Immediate Supervisor believes that time off work under this clause is being abused, the Supervisor shall refer the matter to the Board and it may be taken up as a Board grievance.

14.43 Any dispute between the parties which is not a subject of a grievance under this Article may be submitted by either party to expedited arbitration under the Ontario Labour Relations Act after written notice is provided by the initiating party to the other.

ARTICLE 15 – BEREAVEMENT LEAVE

15.1 Effective the date of ratification of this Collective Agreement, Bereavement Leave shall be granted to a Member in accordance with this Article.

15.2 For absence occasioned by the death of a spouse, son, daughter, mother, father, sister or brother of the Member or the Member's spouse, leave shall be granted without loss of salary or deduction from the Sick Leave Credit Account for a period not exceeding four (4) consecutive working days. Notwithstanding clause 15.5, if the day of burial is not within the allotted consecutive days, then one of the allotted days may be applied at a future time on the day of burial. The absence on the day of death is not included in the calculation of the leave. One (1) additional day may be granted at the discretion of the Director where extended travel is required.

15.3 For absence occasioned by the death of other relatives of the Member or the Member's spouse's immediate family, leave shall be granted without loss of salary or deduction from the Sick Leave Credit Account for a period not exceeding three (3) consecutive working days. Notwithstanding clause 15.5, if the day of burial is not within the allotted consecutive days, then one of the allotted days may be applied at a future time on the day of burial. The absence on the day of death is not included in the calculation of the leave. One (1) additional day may be granted at the discretion of the Director where extended travel is required.

15.4 For absence occasioned by the death of a close friend, leave shall be granted without loss of salary or deduction from the Sick Leave Credit Account for a period not exceeding one (1) day for the purpose of attending a funeral.

15.5 The bereavement leave shall begin within seven (7) calendar days following the day of death.

ARTICLE 16 – MISCELLANEOUS LEAVES OF ABSENCE

16.1 The Board shall grant a leave of absence to a Member in the following circumstances:

- up to one (1) day when the Member is scheduled to write an academic, trade or professional examination;
- one (1) day when the Member attends the Member's post-secondary graduation;
- one (1) day when the Member attends the graduation of the Member's spouse, child or step-child;
- to celebrate a recognized religious holiday. Such leave shall be limited to three (3) days per work year.

16.2 All leaves of absence granted under clause 16.1 shall be deducted from the Member's sick leave credit account.

16.3 The Director of Education or designate may grant leave of absence to any Member for reasons other than illness up to a maximum of three (3) working days in each calendar year without deduction of salary and any such absence or so much thereof possible shall be deducted from such Member's current year's sick leave allowance and the balance, if any, shall be debited to the Member's Accumulated Sick Leave Credit Account.

ARTICLE 17 – PERSONAL LEAVE OF ABSENCE

17.1 A personal leave of absence may be granted by the Board, on the recommendation of the Superintendent of Human Resources, to a Member in accordance with the conditions set out in this Article.

17.2 A leave of absence granted under this Article shall be without salary/wages.

17.3 Before commencing a leave of absence, a Member may continue employee benefit coverage under Article 46 during the period of the leave by paying the full cost of the premiums in advance, otherwise the benefit coverage will be cancelled.

17.4 The period of a leave granted under this Article shall be not greater than one (1) year.

17.5 An extension of one (1) year may be granted to the Member with the approval of the Board upon written request of the Member received by the Board not less than four weeks prior to the end of the original leave. Such approval shall not be unreasonably withheld.

17.6 Subject to Article 44 – Layoff and Recall, at the end of the period of the leave of absence or its extension, the Member shall return to the same position held by the Member immediately prior to the commencement of the leave of absence, if it still exists, or to a comparable position, if it does not. If the Member has applied and been appointed to another position with the Board during the period of the leave of absence, the Member shall return to work in that position.

ARTICLE 18 – UNION LEAVE

18.1 The Board shall grant a leave of absence to Union representatives in accordance with the terms and conditions set out in this Article.

18.2.1 Union leave shall be granted to representatives of the Union for the purpose of carrying out Union business to a maximum of fifteen (15) days per work year.

18.2.2 The maximum number of representatives to be granted such leave shall be three (3) at any one period of time. If such leave involves two or more Members from the same school or sub-department, prior approval should be obtained from the Superintendent of Human Resources. Such approval shall not be unreasonably withheld.

18.3 In addition to the leave granted in clause 18.2.1, three (3) members of the Bargaining Unit Collective Bargaining Committee shall be granted a leave of absence to attend negotiation meetings with the Board.

18.4 Leave of absence shall be granted by the Board to Union representatives on Board committees which meet during the work day of the Member. Such leave shall be in addition to the leaves granted in clauses 18.2.1 and 18.3.

18.5.1 In addition to the leaves granted in clauses 18.2.1 to 18.4 inclusive, the Board shall grant a leave of absence, for the period of the term of office, to the Member who is elected to the office of President of the Bargaining Unit or to the Executive of the Provincial O.S.S.T.F..

18.5.2 Subject to Article 44 – Layoff and Recall, at the end of the period of the leave of absence, the Member shall return to the same position held by the Member immediately prior to the commencement of the leave of absence, if it still exists, or to a comparable position, if it does not.

18.6.1 Subject to clauses 18.6.2 and 18.6.3, leaves granted under this Article shall be without loss of salary/wages, benefits, sick leave, seniority or any other rights or benefits that would otherwise accrue to the Member.

18.6.2 The Bargaining Unit shall reimburse the Board for the salary/wages of any replacement Member required by the granting of a leave under clause 18.2.1.

18.6.3 The Bargaining Unit shall reimburse the Board an amount equal to one hundred and ten per cent (110%) of the salary/wages that would otherwise be paid by the Board for a Member granted a leave under clause 18.5.1.

ARTICLE 19 – PATERNAL LEAVE

19.1 For absence occasioned by the birth or adoption of a son or daughter, the Employer shall grant, upon written request, a leave of absence without loss of salary for a period not exceeding one (1) day. This leave shall be granted on one of the following days: the date of birth, the day of hospital release, or the first day of adoption. This leave shall not be deducted from the Employee's sick leave credit account.

ARTICLE 20 – PREGNANCY LEAVE

20.1 Upon application in writing, a Member who is pregnant and who is employed by the Board immediately preceding the estimated day of the delivery, shall be entitled to a leave of absence of at least seventeen (17) weeks.

20.2 The Board shall not terminate the employment of or lay off any Member who is entitled to a leave of absence under this Article.

20.3.1 A Member may begin a pregnancy leave no earlier than seventeen (17) weeks before the expected birth date.

20.3.2 The Member shall give the Board at least two (2) weeks written notice of the day upon which the leave of absence is to commence. The Board shall be furnished with the certificate of a legally qualified medical practitioner stating the expected birth date.

20.4.1 A Member who suffers a pregnancy related illness prior to the period of statutory leave and who furnishes the Board with a certificate from a legally qualified medical practitioner shall qualify for sick leave during the illness. The Member will not be required to use pregnancy leave unless the Member so elects.

20.4.2 In the case of a Member who elects to stop working because of complications caused by pregnancy or stops working because of birth, still-birth or miscarriage that happens earlier than the Member expected to give birth, clause 20.3 will not apply. The procedure will be as indicated in clause 20.5 which follows.

20.5 Within two (2) weeks of stopping work a Member described in clause 20.4.2 above must give the Board:

- (a) written notice of the date the pregnancy leave began or is to begin; and
- (b) a certificate from a legally qualified medical practitioner stating that:
 - (i) in the case of a Member who elects to stop working because of complications caused by the pregnancy, states the Member is unable to perform the Member's duties because of complications caused by the pregnancy and states the expected birth date, or
 - (ii) in any other case, states the date of birth, still-birth or miscarriage and the date the Member was expected to give birth.

20.6 The pregnancy leave ends:

- (a) the later of – six (6) weeks after birth, still birth or miscarriage
– seventeen (17) weeks after the leave began or;
- (b) at an earlier date if the Member gives the Board at least four (4) weeks written notice of the date.

20.7 A Member who intends to resume employment on the expiration of the statutory leave of absence under this Article shall so advise the Board and on return to work the Board shall reinstate the Member to the position the Member most recently held with the Board, if it still exists, or to a comparable position, if it does not. Seniority shall continue to accrue during a pregnancy leave.

Reinstatement from pregnancy leave under this Article shall be without loss of seniority or benefits.

20.8 The Board shall continue to contribute its share towards the premium cost of the Member's employee benefits – Semi-Private Hospital Care, Extended Health, Dental and Group Life Insurance during the period of statutory pregnancy leave unless the Member gives the Board written notice that the Member does not intend to pay the Member's contributions.

20.9.1 A Member granted a statutory pregnancy leave of absence on and after the ratification date of this Agreement shall be compensated by the Board under a U.I.C. approved Supplementary Unemployment Benefit (SUB) Plan, provided the Member:

- (i) is eligible for pregnancy leave benefits under U.I.C.
- (ii) makes a claim to the Board on a form to be provided indicating the weekly amount payable by U.I.C.

20.9.2 No supplementary benefit will be paid under this Plan for any week in the waiting period which falls outside the Member's normal employment period. (July and August if ten (10) month employment). This Plan shall be subject to approval of U.I.C. and shall be contained as Appendix A of this Agreement.

ARTICLE 21 – STATUTORY PARENTAL LEAVE

21.1 For the purpose of this Article and Appendix A, parents shall be defined as one of the following;

- (a) natural father or mother
- (b) adoptive father or mother
- (c) any person in a relationship of some permanence with the parent of the child.

21.2 Upon application in writing, a Member who is a parent of a child is entitled to a leave of absence without pay following:

- (a) the birth of the child; or
- (b) the coming of the child into custody, care and control of a parent for the first time.

21.3 The Board shall not terminate the employment of or lay off any Member who is entitled to a leave of absence under this Article.

21.4 The Parental Leave of a Member who takes a pregnancy leave must begin when the pregnancy leave ends unless the child has not yet come into custody, care and control of a parent for the first time.

21.5 For persons not covered under clause 21.4, Parental Leave may begin no more than thirty-five (35) weeks after the day the child is born or comes into the custody, care and control of the parent for the first time.

21.6 The Member must give the Board at least two (2) weeks written notice of the date the leave is to begin.

21.7 If a Member wishes to change the date when a Parental Leave is scheduled to begin the Member must give written notice:

- (a) two (2) weeks before the starting date if the leave is to begin sooner than indicated; or
- (b) two (2) weeks before the leave was to start if the leave is to begin later than indicated.

21.8 If a child comes into the custody, care and control of a parent earlier than expected, the leave begins immediately and the parent must notify the Board within two (2) weeks of the date.

21.9 The Parental Leave ends:

- (a) eighteen (18) weeks after it begins; or
- (b) at an earlier date if the Member gives the Board at least four (4) weeks written notice before the earlier date; or
- (c) to a later date if the Member gives the Board at least four (4) weeks written notice before the date the leave was to end.

21.10 A Member who intends to resume employment on the expiration of a statutory Parental Leave of absence under this Article shall so advise the Board and on return to work the Board shall reinstate the Member to the position the Member most recently held with the Board, if it still exists, or to a comparable position, if it does not.

Reinstatement from Parental Leave under this Article shall be without loss of seniority or benefits. Seniority continues to accrue during Parental Leave.

21.11 The Board shall continue to contribute its share towards the premium cost of the Member's employee benefits – Semi-Private Hospital Care, Extended Health, Dental and Group Life Insurance during the period of statutory Parental Leave up to a maximum of eighteen (18) weeks unless the Member gives the Board written notice that the Member does not intend to pay the Member's contributions.

21.12.1 A Member granted statutory Parental Leave on and after the ratification date of this Agreement shall be compensated by the Board under a U.I.C. approved Supplementary Unemployment Benefit (SUB) Plan, provided the Member:

- (i) has not already received payment during pregnancy leave,
- (ii) is eligible for parental leave benefits under U.I.C. ,
- (iii) makes a claim to the Board on a form to be provided indicating the weekly amount payable by the U.I.C.

21.12.2 No supplementary benefit will be paid under this Plan for any week in the waiting period which falls outside the Member's normal employment period (July and August if ten (10) month employment). This Plan shall be subject to approval of the U.I.C. and shall be contained as Appendix A of this Agreement.

ARTICLE 22 – EXTENDED PARENTAL LEAVE

22.1 The Board shall grant an extension to the parental leave as provided in Article 21 in accordance with the terms and conditions outlined in this Article.

22.2 The Member shall provide written notice to the Board at least two weeks prior to the scheduled end of the parental leave indicating the start and end dates of the extended parental leave.

22.3 The extended parental leave shall not exceed one year.

22.4 The Member may retain any insured benefits in which the Member was enrolled immediately prior to the leave by paying the full cost of the premiums in advance, otherwise the benefit coverage will be cancelled.

22.5 A Member who intends to resume employment on the expiration of an extended parental leave of absence under this Article shall so advise the Board and on return to work the Board shall reinstate the Member, subject to Article 44 – Layoff and Recall, to the position the Member most recently held with the Board, if it still exists, or to a comparable position, if it does not.

22.6 Reinstatement from extended Parental Leave under this Article shall be at the salary/wages that the Member would be earning had the Member worked throughout the leave.

ARTICLE 23 – DEFERRED SALARY LEAVE PLAN

23.1 A Member who has completed at least three (3) years of continuous service under permanent status with the Board may apply for a paid leave of absence for a period of one (1) year or one (1) school year in accordance with this Article.

23.2 The conditions governing a paid leave of absence under this Article shall be:

(a) The period of leave shall follow the savings period and be in the fifth year of the plan.

(b) A Member shall apply to the Superintendent of Human Resources for a paid leave of absence at least three (3) months prior to the requested start of the savings period in the plan.

(c) The amount of the Member's salary that shall be held back during the savings period shall be twenty (20) per cent of the salary that would be paid normally to the Member during the savings period.

(d) Members who hold ten (10) month permanent positions and Elementary School Secretaries who hold twelve (12) month permanent positions must take a leave of absence under this Article which corresponds with the school year. All other Members must take a leave of absence of one full year which will begin on January 1st of the calendar year.

23.3 The Board shall notify the Member within two (2) months of the date of application whether or not the Member has been granted the paid leave of absence.

23.4 All Members participating in the Plan must sign a form of agreement approved by the Union and the Board which outlines the conditions of the leave.

23.5 The salary that is held back together with accrued interest shall be held in trust by the Hamilton Teachers' Credit Union.

23.6 During the period of leave, the Board shall pay to the Member the amount of salary held back plus the accrued interest earned. The method of payment during the period of leave shall be by mutual agreement of the Board and the Member.

23.6.1 The Board shall make the appropriate deductions, including pension plan contributions subject to the regulations of the pension plan, from the payment(s) made to the Member.

23.7 The Board shall maintain full fringe benefit coverage for the Member during the period of leave.

23.8 The Plan in this Article is subject to any Revenue Canada regulations or rulings. The President of the Bargaining Unit shall be notified of such regulations and rulings.

23.9 If the Member ceases to be employed by the Board, withdraws from the agreement of paid leave or dies prior to taking the leave of absence, the Board shall pay to the Member or the Member's estate, as the case may be, the full amount of the salary held back together with the accrued interest as soon as possible but no longer than three months from the time of withdrawal or death whichever is applicable.

23.10 Subject to Article 44 – Layoff and Recall, at the end of the leave, the Member shall return to the same job held at the beginning of the leave without loss of any increases in salary/wages or benefits which may have accrued had the leave not been taken.

23.11 Subject to clause 23.3, the Board shall grant all requests for paid leave of absences under this Article but shall have the right to limit the number of leaves granted for the same period for any one department or work location.

23.12 There are no restrictions on what activities or employment in which the Member may participate during the period of leave.

ARTICLE 24 – WCB/LTD ABSENCES

24.1.1 A Member who is absent from work and is claiming Workers' Compensation Board (WCB) or Long Term Disability (LTD) benefits shall retain the position held by the Member immediately prior to the absence up to a maximum of twenty-four (24) months.

24.1.2 At the end of the twenty-four (24) month period the Member's position shall be declared vacant and posted in accordance with Article 31 – Job Posting.

24.1.3 A Member who returns to employment after the twenty-four (24) month period shall be subject to the provisions of Article 44 – Layoff and Recall.

24.2 The Board agrees to continue to implement its "Accommodation of Employees" Policy which is in effect as of May 12, 1992.

ARTICLE 25 – WORKERS COMPENSATION SUPPLEMENT

25.1 A Member who is receiving compensation under the Worker's Compensation Act as a result of a claim directly related to the Board shall be entitled to have the partial payment under the Workers' Compensation Act supplemented by the Board to provide payment of full earnings. The supplement paid to such Member shall be divided by the Member's daily rate of pay to determine the number of days absent with pay and the same number of days shall be deducted from the Member's Sick Leave Credit Account in accordance with Article 26. The number of full-time equivalent days that may be used from the Member's Sick Leave Credit Account under this Article shall be sixty six (66). If the Member does not wish to have the payment under the Workers' Compensation Act supplemented as provided by this Article, the Member must give written notice to the Manager, Employee Relations within thirty (30) days after receiving notice that the Workers' Compensation claim has been approved.

ARTICLE 26 – SICK LEAVE

26.1 The Board shall maintain a cumulative sick leave plan in accordance with the conditions set out in this Article.

26.2.1 Effective January 1st of each year a Member shall be entitled to sick leave credits for personal illness or injury as follows:

- i) 12 month Members 24 days
- ii) 10 month Members 20 days
- iii) part-time Members shall have the number of sick leave credits prorated in the same proportion that the Member's part-time schedule bears to a full time schedule in the same position.

26.2.2 During the first year of employment, Members hired after January 1st, shall receive two (2) days sick leave credit per month to be given at the commencement of employment.

26.2.3 A Member on a leave of absence for a complete calendar year shall not be entitled to accumulate sick leave credits for the period of the leave unless otherwise stated in this Agreement.

26.2.4 On the 31st day of December in each year, deductions for the number of days absent with pay due to illness or injury during the same calendar year shall be deducted from the Member's sick leave account, except as otherwise provided in this Agreement. Deductions in excess of the credits outlined in clause 26.2.1 shall be deducted from the accumulative balance in the Member's Sick Leave Credit Account.

26.3 The Board shall grant a paid leave of absence with no deduction from the Sick Leave Credit Account for the following reasons:

- a. During such period that a Member is quarantined or otherwise prevented by order of the medical health authorities from attending upon a Member's duties because of exposure to any communicable disease.
- b. During such period as a Member is serving as a juror, or subpoenaed as a witness in any proceedings where a Member is not a party and not charged with an offence.

26.4 Except as provided elsewhere in this Agreement, a Member shall not be paid salary for any absence when there are no credits in the Member's Sick Leave Credit Account.

26.5 To qualify for sick leave, a Member who is absent from duty for a period exceeding five (5) consecutive working days must produce a certificate of illness from a qualified physician or licentiate of dental surgery and, if required from the Board, a further certificate from the Medical Officer of the Board. If such period of absence does not exceed five (5) consecutive working days, a certificate by the Member's Supervisor shall be accepted in lieu thereof.

26.6.1 The maximum number of days a Member may accumulate in the Member's Sick Leave Credit Account is:

- a. 620 days – for twelve (12) month Members
- b. 400 days – for ten (10) month Members

26.6.2 During a Member's service with the Board, deductions from the Member's Sick Leave Credit Account shall be made for absence with pay, up to an aggregate total of three hundred and ten (310) days for twelve (12) month Members or two hundred (200) days for ten (10) month Members.

26.7.1 Subject to this Article, a Member entering the service of the Board may transfer sick leave credits standing to the account of such Member under a system of Sick Leave Credits established by any other Board of Education or Government Agency in Ontario to the Sick Leave Credit Account of the Member with this Board.

26.7.2 Subject to this Article, a Member terminating service with the Board and entering the service of any other Board of Education or Government agency in Ontario may request to have the Member's sick leave credits transferred to the other employer.

26.8 The number of days of sick leave credit in an Member's Sick Leave Credit Account existing immediately prior to the signing of this Agreement shall be transferred and credited to the Member's Sick Leave Credit Account under this Article.

26.9 At least annually, the Board shall provide to each Member a statement of the number of days in the Member's Sick Leave Credit Account and the number of sick leave days to which the Member is entitled for the current calendar year.

26.10.1 Subject to the Education Act, the Board on the termination of an Member's service for the purposes of retirement, shall pay a retirement allowance based on one-half (1/2) the number of days standing in the Member's Sick Leave Credit Account multiplied by the daily rate of pay and,

- a. the Board shall pay the said amount to a Member who terminates employment with the Board and who has attained the age of sixty-five (65) years.

- b. the Board may, in its discretion, pay the said amount to such Member, who terminates employment with the Board and has attained either the age of sixty (60) years or has been twenty (20) years in employment with the Board.

c. the payment under clause 26.10.1 shall be paid by the Board to the Member within thirty (30) calendar days of termination of employment or on or before December 31st of the calendar year in which employment was terminated, whichever occurs first.

26.10.2 The amount paid under clause 26.10.1 shall not exceed the amount of one-half the earnings received by the Member immediately prior to the termination of employment.

ARTICLE 27 – JOB EXCHANGE PROGRAM

27.1 The Board shall provide the opportunity to Members to participate in a “job exchange” program in accordance with the terms and conditions outlined in this Article.

27.2 The “job exchange” program shall include the opportunity for two permanent bargaining unit Members to exchange positions for a period not to exceed twelve (12) months.

27.3 Written application by the two Members requesting a job exchange assignment shall be submitted to the Members’ Immediate Supervisor(s), with a copy to the Superintendent of Human Resources, no later than five (5) months prior to the requested start date of the assignment. The application shall indicate:

- a) the names of the Members
- b) the present positions held
- c) the two positions involved in the exchange
- d) the start and end date of the period of exchange

27.4 The Board shall notify the Members and the President of the Bargaining Unit within four (4) months of the date of application whether or not the Members have been granted the job exchange requested. Such approval by the Board shall not be unreasonably withheld.

27.5.1 Subject to clauses 27.5.2 and 27.5.3, Members participating in the job exchange program shall be paid the rate of salary for the exchange assignment. If the exchange assignment is less than full-time, the salary and benefits shall be pro-rated in the same proportion that the part-time assignment is to a full-time assignment in the same position.

27.5.2 A Member who moves to a lower Grade Level under a Job Exchange Program shall receive either the Member’s salary prior to job exchange or the maximum salary for the new Grade Level, whichever is the lesser.

27.5.3 A Member who moves to a higher Grade Level under a Job Exchange Program shall be paid the minimum salary of the new Grade Level or the Member's salary prior to job exchange, whichever is the greater.

27.6 A Member participating in the job exchange program shall do so without loss of benefits, seniority or sick leave credits that would otherwise accrue to the Member.

27.7 At the end of the period of participation in the job exchange program the Members shall return, subject to Article 44 – Layoff and Recall, to the position held immediately prior to the start of such period.

27.8 The job exchange arrangement may be terminated within one month of the start of the arrangement by the Superintendent of Human Resources if either Member proves to be unsatisfactory in the position held during the arrangement. The Superintendent of Human Resources shall notify the Members involved, in writing, ten (10) working days prior to the scheduled termination of the arrangement that the arrangement will be terminated and the reasons therefor.

ARTICLE 28 – POSITION SHARING

28.1.1 The Board shall provide a "Position Sharing" program in accordance with the terms and conditions outlined in this Article.

28.1.2 For the purpose of this Article, "Position Sharing" shall mean two permanent bargaining unit Members sharing a position which was previously held by one of them.

28.2 To be eligible for the "Position Sharing" program Members must:

- a) hold a permanent full-time or part-time position
- b) hold the qualifications required to perform the duties of the position to be shared.

28.3 A position sharing assignment shall be for a period not to exceed one (1) year.

28.4 Written applications by full-time or part-time Members requesting position sharing assignments shall be submitted to the Members' Immediate Supervisor(s), with a copy to the Superintendent of Human Resources, no later than five (5) months prior to the requested start date of the assignment. The application shall indicate:

- a) the name(s) of the Member(s)
- b) the present position(s) held
- c) the position to be shared
- d) the start and end date of the period of position sharing

28.5 The Board shall notify the Members and the President of the Bargaining Unit within four (4) months of the date of application whether or not the Members have been granted the position sharing arrangement requested. Such approval by the Board shall not be unreasonably withheld.

28.6 Members participating in the position sharing program shall be paid the rate of salary for the assignment being shared. Salary and sick leave credits shall be prorated in the same proportion that the Member works in the shared position.

28.7 If the Member is enrolled in one or more of the employee fringe benefits, the Board's contribution to the benefit premiums shall be prorated in the same proportion that the Member works in the shared position. The Member shall pay, through payroll deduction, the remainder of the premium cost for the benefits in which the Member is enrolled during the period of position sharing.

28.8.1 Subject to clause 28.8.2, the period of job sharing may be extended beyond or shortened from the date set out in clause 28.4 d) to a time defined by mutual consent of the Members involved in the position being shared, the Members' Immediate Supervisor(s) and the Superintendent of Human Resources.

28.8.2 At the end of the period of position sharing as outlined in clause 28.4 d) or clause 28.8.1, as the case may be, the Members shall return to employment, subject to Article 44 – Layoff and Recall in the former positions held immediately prior to participation in the position sharing program.

28.9 The position sharing arrangement may be terminated within one month of the start of the arrangement by the Superintendent of Human Resources if either Member proves to be unsatisfactory in the position held under the position sharing arrangement. The Superintendent of Human Resources shall notify the Members involved, in writing, ten (10) working days prior to the scheduled termination of the arrangement that the arrangement will be terminated and the reasons therefor.

ARTICLE 29 – TRANSFERS

Administrative Transfer

29.1 A Member who is to be administratively transferred by the Board shall be consulted at least five (5) days prior to the scheduled date of transfer. Such consultation shall be between the Member and the Human Resources Staffing Department or the appropriate Superintendent.

29.2 Whenever possible, transfers shall be made by mutual agreement between the Member and the appropriate Superintendent. Final notification of transfer shall be made to the Member by the Human Resources Staffing Department or the appropriate Superintendent, in writing, prior to the scheduled date of transfer.

Reciprocal Transfer

29.3 A reciprocal transfer involving a Member of this bargaining unit and an employee of another bargaining unit or a non-union employee may occur under the following conditions:

(i) the employees participating in a reciprocal transfer shall agree, in writing, to the conditions of the reciprocal transfer;

(ii) the reciprocal transfer shall be for a period not to exceed one (1) year;

(iii) the Member of this bargaining unit on reciprocal transfer shall be subject to the provisions of this Collective Agreement except the Member shall be subject to the hours of work of the position to which the Member is assigned;

(iv) at the end of the reciprocal transfer, the Member shall return to employment, subject to Article 54 – Layoff and Recall, to the former position held immediately prior to participation in the reciprocal transfer.

ARTICLE 30 – TRANSFER TO INTERIM INTERNAL DEPARTMENT ASSIGNMENT

30.1 A Member absent from work as provided in this Collective Agreement shall be replaced by a Member in accordance with this Article.

30.2 If it is known by the Board at the time of the initial absence that a Member will be absent from the Member's current position for a period of time up to two (2) years, the Board shall fill the position:

(a) first, starting with the most senior Member in the Department, by permitting, a qualified and available Member in the same or lower salary grade level as the absent Member to fill the position until the absent Member returns;

(b) second, if the position is not filled through (a) and if the period of time of the assignment is greater than one year, the Board may seek a qualified and available Member outside the Department to fill the position until the absent Member returns;

(c) if the position is not filled through (a) or (b) the Board shall fill the position with a qualified casual/temporary Member.

30.3 From time to time the Board may create a Special Task Assignment which is time and task definite. At the discretion of the Board, the Special Task Assignment may be filled by a qualified and available Member selected by the Board or by posting the Special Task Assignment in accordance with Article 31 – Job Posting.

30.4 The position left by the Member who receives the Special Task Assignment shall be filled

(a) first, starting with the most senior Member in the Department, by permitting, a qualified and available Member in the same or lower salary grade level as the absent Member to fill the position until the absent Member returns;

(b) second, if the position is not filled through (a) and if the period of time of the assignment is greater than one year, the Board may seek a qualified and available Member outside the Department to fill the position until the absent Member returns;

(c) if the position is not filled through (a) or (b) the Board shall fill the position with a qualified casual/temporary Member.

30.5 Interim Internal Department Assignments and Special Task Assignments under this Article shall not be greater than two (2) years without the written consent of the Bargaining Unit.

ARTICLE 31 – JOB POSTING

31.1 When any position within the bargaining unit becomes vacant, the Board shall post a notice of the vacancy for a period of five (5) working days in all work locations covered by this Agreement. The posting period shall commence on a Tuesday and shall close at the end of normal business hours on the fifth working day following.

31.2 A vacancy shall exist when the incumbent Member is promoted, demoted, permanently transferred to another position, dies, resigns, retires or is terminated for just cause.

31.3.1 Any vacancy, as described in clause 31.2, shall be open to bargaining unit Members who hold a permanent position with the Board at the time of the posting of such vacancy unless otherwise provided in this Agreement.

31.3.2 If there are no qualified applicants from permanent bargaining unit Members to a posted vacancy above Grade Level Four (4), the vacancy shall be open to qualified temporary and casual Members covered by this Collective Agreement.

31.3.3 If there are neither any applications or qualified applicants to a posted vacancy above Grade Level Four (4), the Board may fill the vacancy from outside the Bargaining Unit.

31.3.4 If there are no qualified applicants from permanent bargaining unit Members to a posted vacancy at Grade Level Four (4), or below, the Board may fill the vacancy from qualified temporary and casual Members covered by this Collective Agreement or from outside the Bargaining Unit.

31.4 The posting shall identify the work location, the Grade Level, Job Title, annual salary range, starting date, scheduled hours of work, general requirements of the position, to whom applications are to be sent and the due date for such applications.

31.5 A Member who wishes to apply for a posted vacancy shall submit a written application on a standard form provided by the Board to the Superintendent of Human Resources prior to the due date stated on the job posting. A resume attached to the standard form shall also be submitted by the Member which shall indicate the applicant's qualifications and experience.

31.6 In filling any posted vacancies under this Agreement, the Board shall base its decision on the applicants qualifications and skill level to perform the duties of the position. If qualifications and skill level are relatively equal, the Board shall select the most senior candidate.

31.7 Whenever possible, the Board shall notify the successful candidate within one (1) day of the selection decision and notify the unsuccessful candidates within two (2) days of the final selection and acceptance by the candidate for the position.

31.8 The Board shall notify, in writing, the Union of the names of all successful applicants to posted positions.

31.9 The Board shall transfer the successful applicant to the new position within thirty (30) calendar days of the final selection unless otherwise mutually agreed upon by the Board and the President of the Bargaining Unit.

ARTICLE 32 – JOB CLASSIFICATION AND RE-CLASSIFICATION

32.1 The Job Evaluation Plan dated January 1990 as practised by the Board of Education for the City of Hamilton shall be used in the classification of new positions created by the Board and to re-classify positions where skills, effort, responsibilities or working conditions have changed.

32.2 If the Board creates a new position or substantially changes the skills, effort, responsibilities or working conditions of a position, the Board shall:

- a. establish the salary grade using the Job Evaluation Plan;
- b. provide the Bargaining Unit with the new or revised job description;
- c. advise the Bargaining Unit of the assigned salary grade;
- d. establish a Job Evaluation Committee consisting of two (2) representatives of the Board and two (2) representatives of the Bargaining Unit, appointed by the Bargaining Unit Executive, to review the job description, collect the job data through the use of a jointly approved Position Description Questionnaire (PDQ), interview the incumbent(s) presently holding the position and the incumbent's Immediate Supervisor, if necessary, and to determine if a change in salary grade is required. The Committee shall complete its work within six (6) months of the Board creating a new position or substantially

changing the skills, effort, responsibilities or working conditions of a position.

32.3.1 If the Bargaining Unit finds that there has been a substantial change in the skills, effort, responsibilities or working conditions of a position, the Bargaining Unit shall notify the Board in writing.

32.3.2 The Board shall refer the position in question to the Job Evaluation Committee, referred to in clause 32.2 d., to review the job description, collect the job data through the use of a jointly approved PDQ, interview the incumbent(s) presently holding the position and the incumbent's Immediate Supervisor, if necessary, and to determine if a change in salary grade is required. The Committee shall complete its work within six (6) months of the bargaining unit notification to the Board as provided in clause 32.3.1.

32.3.3 The number of positions that may be identified in a calendar year by the Bargaining Unit under clause 32.3.1 for referral to the Job Evaluation Committee shall be limited to fifteen per cent (15%) of the total positions found in Schedule B of the Collective Agreement.

32.4 Within ten (10) working days of the Job Evaluation Committee making a decision regarding a position referred to it, the Compensation Administrator shall inform, in writing, the Member(s) who holds (hold) the position giving the decision of the Committee and a brief explanation of the rating of the position produced by the Committee.

32.5.1 Any change in salary grade as a result of the procedure described in 32.2 and 32.3. shall be effective the first of the month following the decision of the Job Evaluation Committee.

32.5.2 When a job evaluation results in a lower salary grade being assigned, the incumbent's salary shall be red circled for the period of one year. After one year, the salary shall be set at the maximum of the new salary grade regardless of the incumbent's length of service.

32.6 Positions will not be re-evaluated for salary purposes within one (1) year of the last evaluation made by the Job Evaluation Committee.

32.7 The Union agrees that job descriptions are the responsibility of the Board subject to the conditions set out in this Article.

ARTICLE 33 – JOB PERFORMANCE APPRAISALS

33.1 The Board shall develop a revised performance appraisal system that shall be consistent for all Members.

33.3 A Member is entitled to be notified at a meeting with the Board that the Member is to be put on review for unsatisfactory job performance. The Board shall inform the Member and the President of the Bargaining Unit, prior to the day of the meeting, of the Member's right to have the Bargaining Unit President or designate present at such meeting. At the Member's discretion, the Member may be accompanied at the meeting by the Bargaining Unit President or designate who shall be notified in advance by the Member of the time and place of the meeting.

ARTICLE 34 – HEALTH AND SAFETY

34.1 The Board agrees to provide safe and healthful conditions of work for its employees and to carry out all of its duties and obligations under the Occupational Health and Safety Act and its Regulations.

34.2 The Union agrees to assist the Board in maintaining proper observation of all occupational health and safety rules.

34.3 A representative appointed by the Bargaining Unit Executive shall serve on the Board's School Joint Occupational Health and Safety Committee.

34.4 It is the responsibility of the Member to report to the Member's Immediate Supervisor any equipment or process which is in the opinion of the Member unsafe or hazardous or any condition which is unhealthy. If any difference of opinion exists between the Member and the Member's Immediate Supervisor, the Member may refer the matter to the Union representative of the School Joint Occupational Health and Safety Committee. The Union representative shall contact the Co-ordinator, Occupational Health and Safety who shall ensure that all necessary actions are taken to address the concern of the Member.

34.5 The Board and the Union agree that the Guidelines for the Structure and Function of the School Joint Health and Safety Committee shall be attached to the Collective Agreement for information. Such Guidelines are subject to mutual agreement between the parties to this Agreement.

34.6 The Board shall provide first aid training to those Members who, on a voluntary basis, wish to obtain such training.

34.7 The Board in consultation with the Medical Officer of Health shall establish procedures for control of body fluid-borne infectious diseases. Such procedures shall be made available in each work location.

ARTICLE 35 – VOLUNTEERS

35.1 No Member of the bargaining unit on probationary or permanent staff shall be laid off or suffer a reduction of normally scheduled hours of work as a result of the use of volunteer persons.

35.2 No Member of the bargaining unit on probationary or permanent staff shall suffer a change in normally scheduled hours of work as a result of the use of volunteer persons unless agreed in writing by the Member.

ARTICLE 36 – HOURS OF WORK

36.1 The Board recognizes that each work week for full-time Members shall be thirty-five (35) hours of work, worked in five (5) days, Monday to Friday inclusive, of seven (7) hours each day.

36.2.1 The scheduled hours of work may vary depending upon the location of work but shall be seven (7) consecutive hours per day normally between 8:30 a.m. and 5:00 p.m.. Each Member shall be entitled to a one (1) hour lunch break which shall be scheduled as close as possible to the mid point of the Member's work day.

36.2.2 Scheduled hours of work during July and August, the Christmas Recess period and the Mid Winter Break, may vary depending upon the location of work but shall be six (6) consecutive hours per day normally between 9:00 a.m. and 4:00 p.m.. Each Member shall be entitled to a one (1) hour lunch break which shall be scheduled as close as possible to the mid-point of the Member's work day. There shall be no reduction in the weekly salary/wages as a result of this reduced schedule.

36.3 Each Member shall be entitled to two (2) fifteen minute paid breaks per work day. One break shall be taken in the first half of the Member's work day and one break in the second half of the Member's work day. A Member may take this break away from the Member's work station.

36.4.1 The hours of work for Member's holding the position of summer school secretary only shall be from 7:30 am to 1:30 pm with a thirty (30) minute lunch break.

36.4.2 There shall be no reduction in the weekly salary/wages as a result of this reduced schedule (36.4.1) for ten-month and twelve-month Members holding the position of summer school secretary.

36.4.3 In addition to the salary/wages paid in 36.4.2, ten-month Members holding the position of summer school secretary shall receive 4% vacation pay on each pay.

36.5 A twelve (12) month Member who works as a school secretary for ten (10) months at the time of signing of this Agreement shall continue to be employed on a twelve (12) month basis until such time as the Member leaves the position of school secretary.

ARTICLE 37 – OVERTIME

37.1 From time to time the Board may request a Member to work overtime. Such request shall be in accordance with this Article.

37.2 For the purpose of this Article, overtime shall mean one of the following:

- Prearranged overtime shall mean work performed on Board premises, approved by the Member's Immediate Supervisor, performed outside the normal scheduled hours for which notification must be given a minimum of twenty-four (24) hours in advance. Time shall be counted from the time the Member reports for work until the Member finishes work.

- Emergency overtime shall mean work performed on Board premises, that could not be predicted prior to the day the work was identified, approved by the Member's Immediate Supervisor, performed outside the normal scheduled hours which is not prearranged overtime. Time shall be counted from the time the Member reports for work until the Member finishes work.

37.3 Overtime shall be paid at one and one-half times the Member's regular salary rate for:

- a. all work in excess of seven (7) hours per day,
- b. all work in excess of thirty-five (35) hours per week,
- c. all work done on a Saturday

- d. all work done on a recognized paid holiday, plus any holiday pay to which the Member is entitled pursuant to Article 39.

37.4 Overtime shall be paid at two times the Member's regular salary rate for:

- a. all work done on a Sunday

37.5 When overtime is required, the Supervisor shall ask first the Member who holds the position in which the work is normally done. If that Member refuses the overtime, the Supervisor may then ask another Member in the same department if the Member wishes to do the overtime.

37.6 A Member who has left the premises of the Board following the Member's normal work day and is called to return to work overtime, shall be paid a minimum of three (3) hours of overtime at the rate as provided in this Article.

37.7.1 A Member who has accumulated overtime hours shall receive either appropriate payment as earnings, calculated at the appropriate premium rate, or time off in lieu of payment with the lieu time reflecting the appropriate premium rate. The Member shall indicate to the Supervisor in writing their preference of payment. The preference indicated shall not be unreasonably withheld.

37.7.2.1 The Member may bank overtime hours worked to a maximum of two (2) regular weeks. The Member may request to take the banked overtime hours as paid time off, with the time reflecting the appropriate premium rate, at a time mutually acceptable to the Member and the Member's Immediate Supervisor. The request for such time to be taken shall not be unreasonably withheld.

37.7.2.2 The banked overtime hours may be held for a maximum of six (6) months. If banked overtime hours are not used, the Board shall make the payment to the Member as earnings calculated at the appropriate premium rate as provided in this Article.

37.8 A Member who works three (3) consecutive hours of overtime shall be entitled to one paid fifteen (15) minute break in each three (3) hour period.

37.9.1 A Member who works more than four (4) consecutive hours of overtime shall be entitled to one (1) hour of unpaid meal time during the scheduled overtime.

37.9.2 The Board shall pay to a Member a meal allowance of five (5) dollars when

- (a) a Member works at least four (4) consecutive hours overtime; or
- (b) when a Member is required to work overtime immediately after the end of the Member's normal quitting time and the overtime extends up to 7:00 p.m. or later.

37.10 A record of all overtime shall be maintained on overtime sheets provided by the Board. When lieu time is taken or payment is made to the Member, both the Member's Immediate Supervisor and the Member shall initial the overtime hours to which the lieu time or payment applies. The Supervisor shall forward a copy of the initialled overtime sheets to which the lieu time or payment applies to the appropriate Superintendent.

ARTICLE 38 – CHANGE IN HOURS OF WORK

38.1 Upon request, a Member who holds a ten (10) month position as an elementary school secretary may be permitted to work up to one (1) additional week immediately prior to the opening of school. If worked, normal salary/wages shall be paid.

38.2 A Member who is employed full-time on a twelve (12) months basis may request, in writing, to participate in a alternative work arrangement, part-time and/or ten (10) month employment, subject to the following conditions:

- a. such request shall be made four (4) months prior to the scheduled start date of the part-time and/or ten (10) month assignment,
- b. such request shall specify the period of the part time and/or ten (10) month assignment, not to exceed one (1) year,
- c. any extension to the one (1) year period may be granted upon written request of the Member and such extension shall be for a maximum of one (1) year.

38.3 Written requests by full-time Members requesting alternative work assignments shall be submitted to the Members' Immediate Supervisor, with a copy to the Superintendent of Human Resources.

38.4 The Board shall notify the Member within two (2) months of the date of application whether or not the Member's request for alternative work arrangements has been granted.

ARTICLE 39 – RECOGNIZED PAID HOLIDAYS

39.1 The Board shall grant to each Member the following recognized paid holidays:

New Year's Day	Thanksgiving Day
Good Friday	Easter Monday
Victoria Day	Christmas Day
Canada Day	Boxing Day
August Civic Holiday	Labour Day

39.2.1 A Member employed on a ten (10) months basis shall be entitled to the recognized paid holidays listed in clause 39.1 except the August Civic Holiday.

39.2.2 A Member employed on a ten (10) months basis shall not be entitled to the holidays as outlined in clause 39.6.

39.3 If any of the recognized paid holidays in clause 39.1 falls on a Saturday or Sunday and if it is decreed by the Federal, Provincial or Municipal Government that such holiday shall be observed on another date, then that other date shall be treated as the recognized paid holiday in accordance with the provisions of this Article. If any of the recognized paid holidays in clause 39.1 falls on a Saturday or Sunday and no other day is proclaimed in lieu thereof, then the Board shall substitute for that holiday either the working day immediately preceding or following the holiday and such day shall be considered as the recognized paid holiday under this Article.

39.4 A part-time Member shall be paid for a recognized paid holiday under this Article at the rate of pay the part time Member would have received if the part-time Member had otherwise worked that day.

39.5 Subject to Article 40 – Paid Vacations, if a recognized paid holiday referred to in this Article falls within a Member's vacation period, the Member shall receive an additional day off with pay.

39.6 The half (1/2) day prior to Christmas Day and the half (1/2) day prior to New Year's Day shall be recognized holidays; or if substituted for under clause 39.3, the half (1/2) day before each of the two observed holidays.

39.7 If a Member is on an unpaid leave of absence or on layoff in accordance with this Agreement when a recognized paid holiday as listed in clause 39.1 occurs, that Member shall not be entitled to the recog-

nized paid holiday unless otherwise qualified for payment in accordance with the Employment Standards Act.

39.8 If a Member is on sick leave and off the active payroll of the Board, because there are no sick leave credits remaining in the Member's Sick Leave Credit Account, for a period in excess of six (6) consecutive months, that Member shall not be entitled to holiday pay under this Article.

ARTICLE 40 – PAID VACATIONS

40.1 The Board shall grant paid vacation periods to each Member in accordance with the terms and conditions outlined in this Article.

40.2.1 The Board shall maintain a record of paid vacation entitlement for each Member based on the years, and parts thereof, of service from the most recent date of hire with the Board completed by August 31st prior to the vacation period to be taken.

40.2.2 For the purpose of this Article, the most recent date of hire shall be the date of last hire where there has been no termination of employment since that date.

40.2.3 A Member who was given credit for split service prior to the signing of this Agreement shall continue to retain such service for vacation entitlement.

40.3.1 Every Member shall be granted by the Board an annual paid vacation according to the following schedule:

Years of Service Prior to September 1st	Entitlement
--	-------------

less than 1 year	3 weeks prorated to time worked
after 1 year	3 weeks
after 8 years	4 weeks
after 17 years	5 weeks
after 25 years	6 weeks

Starting with the 1993 vacation year, there shall be 6 weeks vacation after 24 years of service.

40.3.2 The pay for any vacation period shall be calculated on the Member's annual salary as provided in Schedule A.

40.4.1 The Member shall inform the Board about the Member's request for paid vacation by completing the vacation schedule form provided by the Board.

40.4.2 If more than one (1) Member in a work location or department requests the same vacation time off, then, the most senior Member shall be granted the first choice the initial year after ratification of this Agreement. Thereafter, vacation time shall be on a rotation basis beginning with the next most senior Member having first choice.

40.5.1 Ten (10) month Members shall take their vacation time during regular school break periods.

40.5.2 A ten (10) month Member shall have the Member's vacation entitlement prorated to ten-twelfths of the vacation entitlement earned as of the August 31st.

40.5.3 If the Member has sufficient vacation entitlement combined with recognized paid holidays, the Member shall receive their normal rate of pay in accordance with the following:

(a) Two (2) weeks' pay during the Christmas Break which will consist of a combination of vacation entitlement and recognized paid holidays.

(b) One (1) week's pay during the March break which will consist of a combination of vacation entitlement and recognized paid holidays.

(c) Payment for the Christmas and March Break periods will be made on the regularly scheduled pay coinciding with or next following the break periods.

(d) No record of employment for U.I.C. purposes will be issued in December or March in lieu of the vacation period.

(e) Members shall receive the remainder of their vacation entitlement in a lump sum payment on the last regular pay at the end of the school year.

40.6.1 If a Member who is entitled to vacation pay quits, is discharged or otherwise is terminated from employment with this Board, the Member shall be paid vacation pay on the date of termination based on the amount of vacation time to the credit of the Member at the date of termination. If the termination does not occur on August 31st, the vacation entitlement under this Article shall be pro-rated in accordance with

the amount of time the Member was on the active payroll during the twelve (12) month period immediately preceding the August 31st on which the vacation entitlement would have been determined except for the termination. If a Member's termination from employment is caused by the death of the Member, the payment under this clause shall be made to the Member's estate.

40.6.2 A Member who is on an unpaid leave of absence or on lay off, as provided by this Agreement, for a period greater than one (1) month or on sick leave and off the active payroll, because there are no sick leave credits remaining in the Member's Sick Leave Credit Account, for more than six (6) consecutive months shall have the vacation entitlement under this Article pro-rated in accordance with the amount of time the Member was on the active payroll during the twelve (12) month period immediately preceding the August 31st on which the vacation entitlement is determined.

40.6.3 "On the active payroll" shall include but not be limited to paid vacation time and paid sick leave.

40.7 In the event of the death of a family member during a Member's scheduled vacation time the Member may request in writing to the Superintendent of Human Resources, consideration to replace vacation time lost as a result of bereavement. Such request shall not be unreasonably withheld. The onus shall be on the Member to provide any necessary information or documentation required to support the request. Any vacation time replaced shall be credited to the Member for use at a future vacation period.

40.8 If a Member is hospitalized for reasons of illness or injury and such illness or injury is certified by a medical physician or licentiate of dental surgery and the period of hospitalization and recuperation is for more than four consecutive days during the Member's vacation period, the Member may request in writing to the Superintendent of Human Resources, to substitute sick leave credits, as provided in Article 26, for the equivalent number of days of vacation. Such request shall not be unreasonably withheld. The vacation days shall be credited to the Member for use at a future vacation period. The onus shall be on the Member to provide any necessary information or documentation required to support the request.

40.9 If a recognized paid holiday falls within a Member's vacation period, the Member shall receive an additional day off with pay.

40.10.1 Vacation entitlement will be earned based on service during the twelve month period beginning September 1st and ending August 31st the following calendar year.

40.10.2 Subject to clause 40.10.3, vacation entitlement shall be taken prior to the December 31st immediately following the August 31st.

40.10.3 Effective the 1993 vacation year, upon approval of the Superintendent, a Member may defer up to five (5) vacation days credit up until March 31st following the end of the calendar year.

40.10.4 A Member may take vacation entitlement earned, prorated to the time worked from September 1st to the work day immediately preceding the start of the vacation, between January 1 and June 30th in the year in which service is being calculated.

40.10.5 Subject to clause 40.10.3, a Member may take any remaining vacation entitlement earned between July 1st and December 31st.

40.10.6 Full vacation entitlement shall be deemed to have been earned as of July 1st of each year.

ARTICLE 41 – TRAVEL ALLOWANCE

41.1 The Board shall pay to each Member who is authorized to use a vehicle on approved Board business either a travel allowance, or mileage (kilometre) rate, as the case may be, in accordance with Board policy.

ARTICLE 42 – MEDICAL PROCEDURES

42.1 Although a Supervisor may seek the voluntary assistance of the staff, no Member shall be required to administer medication or perform medical procedures. The Board recognizes that it retains all legal responsibilities for the actions of Members who act under this clause.

ARTICLE 43 – PROBATIONARY PERIOD

43.1.1 Only Members new to the Bargaining Unit shall serve a probationary period. Such probationary period shall be for six (6) months from date of hire.

43.1.2 The probationary period for ten-month Members is exclusive of July and August.

43.2 A Member shall be informed in writing within three (3) months of successful completion of the probationary period.

ARTICLE 44 – LAYOFF AND RECALL

44.1 The Board agrees that job reductions shall be accomplished through normal attrition first, then the lay off and recall procedures shall apply.

44.2 The Board agrees that in the event of layoff, no Member covered by the bargaining unit shall be treated in a manner which is inconsistent with the terms of Article 44.

44.3 The Board agrees that when a decision is made to layoff, make a position redundant, close a school or department, the Board shall notify the Union in writing, and each Member affected by the layoff.

44.4 A Member who is to be laid-off shall be given appropriate notice in accordance with the Employment Standards Act.

44.5.1 If a Member has been informed in writing by the Board that the Member will be laid off because of redundancy or closure, the Member may exercise the Member's right to retain a position with the Board in accordance with Article 44.

44.5.2 Layoff procedures shall be subject to the following order:

- i) Temporary and Casual Members in order of service beginning with the Member with the least service as provided in Schedule C shall be displaced to the Temporary and Casual pool;
- ii) Probationary Members in reverse order of date of hire;
- iii) Permanent Members in order of seniority beginning with the least senior Member.

44.6 The following layoff procedures in articles 44.7.1 to 44.23 shall apply only to permanent and probationary Members.

44.7.1 The Board shall identify those positions to be eliminated as a result of a decision to layoff, make a position redundant, or close a school or department.

44.7.2 Members occupying eliminated positions shall be declared surplus.

44.8.1 The equivalent number of Members as were declared surplus in Article 44.7.2 shall be declared redundant on the basis of date of hire for probationary Members beginning with the most recent date of hire and seniority for permanent Members beginning with the least senior and placed on the Temporary Redundancy List.

44.8.2.1 Subject to clause 44.8.3 and notwithstanding clause 44.8.1, a Member holding one of the following specialized positions is excluded from the layoff procedures and shall be retained in the Member's current position unless there is a qualified permanent or probationary Member with greater seniority or least recent date of hire as the case may be.

Computer Programmer II
Computer Programmer III
Equipment Repair Technician I
Equipment Repair Technician II
Project Research Analyst
Program Research Analyst
Research Librarian, Paikin Library
Inspector/Draftsperson
Mechanical/Electrical Draftsperson

44.8.2.2 If a Member holding one of the positions described in clause 44.8.2.1 is declared surplus or redundant, the Member has the full rights accorded a Member under this Article.

44.8.3 If a Member wishes to be considered for a specialized position as listed in clause 44.8.2, the Member must register in writing with the Member by March 31st of the current school year the Member's qualifications for a specialized position.

44.9 The Board shall identify all vacancies by grade level created by attrition or created by placing the least senior Members on the Temporary Redundancy List.

44.10.1 All vacancies described in Article 44.9 shall be filled according to the following displacement procedures:

44.10.2 In order of seniority for permanent Members beginning with the most senior and on the basis of date of hire beginning with the least recent date of hire for probationary Members, each surplus Member who is not on the Temporary Redundancy List shall be displaced into a

vacant position in the Member's salary grade provided the surplus Member is qualified;

44.10.3.1 Failing 44.10.2, the surplus Member shall be displaced into a position in their salary grade held by the least senior Member holding a position for which the surplus Member is qualified;

44.10.3.2 The Member displaced in clause 44.10.3.1 shall now be declared surplus and shall continue through the displacement procedures in order of seniority for permanent Members beginning with the most senior and on the basis of date of hire beginning with the least recent date of hire for probationary Members;

44.10.4 Failing 44.10.3.1, the surplus Member shall be displaced into a position in the next lowest job grade according to the same procedure described above until a position is attained by the surplus Member;

44.10.5 Failing 44.10.4, the surplus Member is added to the Temporary Redundancy List.

44.11 All remaining vacancies shall be posted according to Article 31 -Job Posting. Postings shall be open to all permanent and probationary Members including Members on the Temporary Redundancy List.

44.12 All Members remaining on the Temporary Redundancy List after all vacancies have been filled shall be notified in writing by the Board and identified as a permanent Member scheduled for layoff.

44.13 If a Member employed half-time or less displaces a full time Member under these procedures, it may be necessary to share the assignment with another Member.

44.14 If under these procedures a Member is transferred to a position at a lower salary grade, the Member's existing weekly or monthly salary rate shall be frozen and red circled for a period up to two years. At the end of this period, the Member shall be paid at the then current rate of the assignment.

44.15 A Member displaced and transferred to another position under these procedures shall be given the opportunity to return to the Member's original position if it becomes vacant within fifteen (15) months from the date of displacement.

44.16 The Board shall not hire from outside the Bargaining Unit to fill future vacancies within the bargaining unit until

- a. first posting the position in accordance with Article 31 – Job Posting. Posting shall be open to all permanent and probationary Members including Members on the Recall List; and
- b. then, if a vacancy remains, offering the opportunity, in order of seniority or less recent date of hire, as the case may be, among other Members on the recall list, to a Member on the recall list who is qualified for the position.

44.17 A Member who is given notice of lay-off may, in writing, waive the right of recall, and receive a severance allowance equal to two (2) week's salary for each year of service, up to a maximum of twenty-six (26) weeks' pay. The Board shall have no further obligation to a Member who elects to receive a severance allowance instead of retaining the right of recall.

44.18 A Member on layoff and subject to recall shall, for a period of fifteen (15) months commencing from the date of layoff, be given first consideration to perform supply work or to fill a temporary assignment within the bargaining unit, providing the laid-off Member is qualified and capable of performing the duties. The laid off Member shall be required to advise the Human Resources Department from time to time as to the Member's availability for such work.

44.19 If a Member, subject to layoff or on recall, refuses, in writing, an offer of employment of equal or greater time on the permanent staff under these procedures, the Board shall have no further obligation to the Member under this Collective Agreement.

44.20 The Board shall provide employee assistance service through the Human Resources Department for Members affected by these procedures.

44.21 If a Member is recalled to the permanent staff from layoff within fifteen (15) months of the date of layoff, the Member's seniority and sick leave will be reinstated as if there was no interruption in service.

44.22 If a Member, who held a twelve (12) month position, is transferred under this Article to a ten (10) month position, the Member shall be offered by the Board other work during a school break period.

44.23 Nothing in Article 44 precludes the right of a Member or the Union to file a grievance regarding the application of Article 44.

ARTICLE 45 – PENSION PLAN

45.1.1 Subject to clauses 45.1.2 and 45.1.3, the Ontario Municipal Employee's Retirement System (O.M.E.R.S.) shall be the recognized Pension Plan for Members of the Office, Clerical and Technical Bargaining Unit.

45.1.2 A Member who holds certification as a teacher shall become and remain a member of the Ontario Teachers' Pension Plan (T.P.P.).

45.1.3 The Board shall maintain any and all pension plans to which Members of this bargaining unit belong prior to the signing of this Agreement.

45.2 Effective January 1, 1988, Members who are part-time shall be given the option of joining the O.M.E.R.S. Basic Pension Plan (future service) consistent with the provisions of the Ontario Pension Benefits Act and O.M.E.R.S.

45.3 For full-time Members on staff as of January 1, 1981, the Board shall implement an O.M.E.R.S. Supplementary Type 1 Past Service Pension Plan based on two percent (2%) of each Member's best sixty (60) consecutive months' average salary multiplied by years of credited service times one hundred percent (100%) of gross benefit minus any offset for Canada Pension Plan (C.P.P.). Credited service means service with the Board before participation of the Board in the O.M.E.R.S. Basic Plan on September 1, 1966. A Member's credited service will be pro-rated in accordance with the normal O.M.E.R.S. Regulations.

45.4 The Board shall make the appropriate deductions from the Member's pay and submit to O.M.E.R.S. or T.P.P., as the case may be, the necessary Member and Board pension contributions as required.

ARTICLE 46 – INSURED EMPLOYEE BENEFITS

46.1 The Board shall continue, for all Members of the Bargaining Unit, the employee benefits to which the Member was enrolled as of September 1, 1991, as provided in the following Sun Life Assurance Company policies in effect as of January, 1993:

a. Semi-Private Hospital Coverage (Divisions 005 and 003) covering Employees who were Non-Union Members of the Administrative

Staff and Clerical Employees who were not required to be Members of a Union.

b. Extended Health Plan (Divisions 005 and 003) covering Employees who were Non-Union Members of the Administrative Staff and Clerical Employees who were not required to be Members of a Union.

c. Dental Plan (Divisions 005 and 003) covering Employees who were Non-Union Members of the Administrative Staff and Clerical Employees who were not required to be Members of a Union.

d. Group Life Insurance Plan (Divisions 005 and 003) covering Employees who were Non-Union Members of the Administrative Staff and Clerical Employees who were not required to be Members of a Union.

46.2.1 Effective September 1, 1991, the Board shall contribute one hundred per cent (100%) of the premium cost of the following plans:

- a. Semi-Private Hospital Care Plan
- b. Extended Health Plan (no deductible) – including Vision Care – \$165 every two years and Hearing Aids – up to \$500 every five years.
- c. Dental Plan (Basic Services, Endodontics and Periodontal)
- d. Basic Group Life Insurance

46.2.2 The Board's contribution for the benefit plans listed in Article 46.2.1 for a part-time Member shall be prorated in the same proportion that the part-time assignment bears to a full-time assignment.

46.3 Effective the first of the month following date of ratification of this Agreement all Members of this Bargaining Unit shall be covered by the benefit plans applicable to Division 005 and amended as follows:

- a. Semi-Private Hospital Care Plan
- b. Extended Health Plan (no deductible) – Including Vision Care – \$185 in any twenty-four (24) month period and Hearing Aids – up to \$500 every five years.
- c. Dental Plan
- d. Basic Group Life Insurance

46.4.1 The Board may at any time substitute another carrier provided that the benefits conferred thereby are at least equivalent and provided the Union is given prior notice.

46.4.2 A Member who is off the active payroll for more than six (6) months for reasons other than leave of absence for pregnancy/paternal leave shall be responsible for paying in advance the full cost of any employee benefit premiums under Article 46.2.1.

46.5.1 Basic Group Life Insurance

Effective the first of the month following date of ratification the Basic Group Life Insurance Plan will provide life insurance in the amount of three (3) times annual salary up to \$50,000. New Members must as a condition of employment become and remain a member of the Basic Group Life Insurance Plan.

Amended Provisions of Group Life Policy – Total Disability Benefit

If a Member covered by the Basic Group Life Insurance Plan becomes totally and permanently disabled before reaching the age of 65 years, the Member must select one of the following options at time of disability:

Option 1

The Member may elect to receive the Member's life insurance in effect at the date of disability subject to a maximum of \$40,000. Such amount would be paid in a series of sixty (60) equal monthly instalments while the disability continues but in no event beyond the Member's 65th birthday. Any insurance in excess of \$40,000 will be continued in force without payment of premiums as long as the Member remains totally and permanently disabled (subject to any reductions or termination due to age as provided under the Plan).

If a Member covered by the Plan is in receipt of monthly instalments dies before the full number of monthly instalments has been paid, the commuted value of the remaining unpaid instalments will be paid to the Member's beneficiary of record.

Or

Option 2

The Member may elect the waiver of premium benefit whereby the total amount of life insurance in effect at time of disability will be continued in force without payment of premiums as long the member remains totally disabled but in no event beyond the Member's 65th birthday.

Once a Member selects either Option 1 or Option 2, there will be no further opportunity to change the option chosen.

46.5.2 Optional Group Life Insurance

In addition to the Basic Group Life Insurance Plan under Article 46.5.1, a Member may elect insurance in multiples of \$10,000 up to a combined maximum (Basic and Optional) of \$60,000. The Member shall pay the full premium cost for the amount of the Optional Group Life Insurance through payroll deduction.

46.5.3 Effective April 1, 1993, a Member may elect insurance in multiples of \$25,000 up to a combined maximum (Basic and Optional) of \$200,000. The Member shall pay the full premium cost for the amount of the Optional Group Life Insurance through payroll deduction.

46.5.4 A Member hired after the ratification date must, in writing, subscribe and authorize payroll deduction for the Optional Group Life Insurance in order to be covered under the Optional Group Life Insurance Plan.

46.5.5 A Member on leave of absence must, in writing, subscribe for and authorize payroll deduction for Optional Group Life Insurance within thirty-one (31) days of return to employment in order to be covered under the Optional Group Life Insurance Plan.

46.5.6 A Member not subscribing for the Optional Group Life Insurance within the time limits above may apply for coverage at a later date by making written application authorizing appropriate payroll deduction and providing evidence of insurability satisfactory to the Insurance Company. The Optional Group Life Insurance will be effective on the first day of the month following approval of the evidence of insurability by the carrier.

46.5.7 A Member may decide in writing at any time to cancel Optional Group Life Insurance. Such cancellation will be effective on the first day of the month following receipt by the Board of the request for cancellation.

46.5.8 A Member must be actively at work on the effective date of Optional Group Life Insurance. If a Member is not actively at work on the effective date, Optional Group Life Insurance will commence on the date the Member returns to work on a regular basis.

46.6 Effective first of the month following date of ratification, the Optional Dependent's Group Life Insurance will be increased for those Members who are presently covered to provide – \$25,000 – spouse; \$10,000 – each dependent child. The Member shall pay the full premium cost for such coverage.

46.7 The full amount of the U.I.C. Rebate shall accrue to the credit of the Board as in the past.

46.8.1 Dental Plan

For full-time Members, the Board shall contribute one hundred per cent (100%) of the premium cost of the Basic Dental Plan. The plan shall reimburse a claimant 100% of the cost of the insured services of Basic Services and 75% of the cost of Endodontics and Periodontal based on the 1990 O.D.A. rate schedule. Newly hired Members shall be enrolled in the Plan effective the first of the month coincident with or next following date of employment. A Member who does not wish to be enrolled under the Plan shall sign a Waiver Form to be provided by the Board. A Member who waives dental coverage shall be permitted to enrol in coverage at a later date during the lifetime of the Agreement only during a thirty (30) day open enrolment period on the anniversary date of the policy.

46.8.2 Effective first of the month following date of ratification, reimbursement level for Basic Services and Endodontics and Periodontal will be based on the 1992 O.D.A. rate schedule.

46.8.3 The Board will contribute 50% of the premium cost for full time Members for Major Restorative Benefits. The plan will reimburse a claimant 75% of the cost of the insured services (based on the 1990 O.D.A. rate schedule) with benefits limited to \$2,000 per person per year. The Member shall pay the remainder of the premium cost through payroll deduction.

46.8.4 Effective first of the month following date of ratification, reimbursement shall be based on the 1992 O.D.A. rate schedule for Major Restorative benefits.

46.8.5 The Board will contribute 50% of the premium cost for full time Members for Orthodontic Services. The plan will reimburse a claimant 50% of the cost of the insured services (based on the 1990 O.D.A. rate schedule) with benefits limited to a lifetime maximum of \$2,000 per person. The Member shall pay the remainder of the premium cost through payroll deduction.

46.8.6 Effective first of the month following date of ratification, reimbursement shall be based on the 1992 O.D.A. rate schedule for Orthodontic Services.

46.8.7 The Board's premium contribution for part-time Members for the Dental Plan benefits listed in Articles 46.8.1 through 46.8.6 shall be pro-rated in the same proportion that the part-time assignment bears to a full-time assignment.

46.9 A Member who retires before the compulsory retiring age and who receives an immediate pension through the Board's recognized Pension Plans shall have the option of retaining coverage at the Member's own cost under the Dental, Semi-Private Hospital Care, and Extended Health Plans of Article 46.2 under the following conditions:

(a) The Member must elect to retain coverage within 31 days of retirement date, otherwise coverage shall be cancelled.

(b) If the Member withdraws from coverage at any time prior to age 65, the Member shall be ineligible to re-enrol in coverage.

(c) Coverage shall remain in effect until age 65 if a Member so elects.

(d) The Member shall pay to the Board in advance the full annual premium cost of the coverage; otherwise the coverage will be cancelled.

(e) The benefits under the Extended Health Plan for a retiree shall be limited to \$15,000 during the entire period of the Member's coverage under this Article.

46.10.1 Retirees Group Life Insurance Plan

A Member who retires before the compulsory retiring age and who receives an immediate pension through the Board's recognized Pension Plans shall have the option of retaining a \$25,000 life insurance policy until the age of 65. The policy shall not include disability coverage. The Member who so elects such a policy shall pay the full amount of the premium, based on the same premium rate as for the basic plan, annually in advance; otherwise the Member's coverage shall be cancelled.

46.10.2 Effective first of the month following date of ratification, a Member who retires before the compulsory retiring age and who receives an immediate pension through the Board's recognized Pension Plans shall have the option of retaining a \$50,000 life insurance policy until the age of 65. The policy shall not include disability coverage. The Member who so elects such a policy shall pay the full amount of the premium, based on the same premium rate as for the basic plan, annually in advance; otherwise the Member's coverage shall be cancelled.

46.11.1 Long Term Disability Plan

The Board shall continue to make payroll deductions for those Members who have elected at their own expense to contribute the premium cost

for Long Term Disability insurance coverage under the Sun Life Assurance Company.

46.11.2 Effective first of the month following date of ratification, Members who are scheduled to work half-time or greater will be eligible for long term disability coverage. The Board will offer an open enrolment period in the month of March, 1993, for those Members who wish to be enroled in such coverage.

46.12 Spousal Benefits

The spouse of a deceased Member may have the option of retaining benefit coverage at the spouse's own cost under the Semi-Private Hospital Care, Extended Health and Dental Plans under the following conditions:

(a) the spouse may elect to retain coverage within thirty-one (31) days of the date of death of the deceased Member.

(b) coverage shall remain in effect for a maximum of two (2) years from the date of death of the deceased Member. Coverage shall be cancelled the first day of the month following the spouse's 65th birthday or upon remarriage.

(c) the spouse shall pay to the Board in advance the full annual cost of the coverage; otherwise, the coverage shall be cancelled.

(d) if the spouse withdraws from coverage at any time, then the spouse will be ineligible to re-enrol in coverage.

46.13 The Board shall provide current benefit booklets to each Member during the month of June, 1993. Amendments to these booklets shall be sent to each Member every second September thereafter.

46.14 The Board shall provide to the Union a current copy of each master policy which covers the benefits outlined in this Article.

46.15 Members in ten (10) month positions shall be covered for twelve (12) months for the benefit in which a Member is enroled.

ARTICLE 47 – PAY SCHEDULE

47.1 The regularly scheduled pay day shall be bi-weekly, every other Thursday.

47.2 Members of the Bargaining Unit who are currently paid on a monthly basis shall be converted to a bi-weekly schedule commencing on a date mutually acceptable to the parties.

47.3 Members who are probationary or permanent shall be paid in accordance with Schedule A.

47.4 Members who are Casual or Temporary shall be paid in accordance with Schedule C.

ARTICLE 48 – PERMANENT EMPLOYEE SENIORITY

48.1.1 For permanent Members, seniority is defined as the length of continuous service from the last date of hire with the Board.

48.1.2 A probationary Member will not be placed on the seniority list or be entitled to any seniority rights until the Member has completed the probationary period as stated in Article 43. After completion of the probationary period, the seniority of the Member shall be dated back to the last date of hire.

48.1.3 When a Temporary or Casual Member in the Bargaining Unit becomes a permanent Member in the Bargaining Unit, permanent seniority shall be calculated as follows:

- a. one (1) day for each day worked for the Board up to a maximum of one thousand (1,000) days;
- b. each two hundred and fifty (250) days will equal one (1) year's seniority;
- c. less than two hundred and fifty (250) days will be prorated to the nearest month.

48.1.4.1 If an employee of the Board who is not covered by this Collective Agreement transfers to a position covered by this Collective Agreement, the seniority of that employee shall be dated back to the employee's last date of hire to the probationary staff of the Board. Such seniority shall become effective following the completion of the probationary period in this bargaining unit.

48.1.4.2 If an employee of the Employer who is not covered by this Collective Agreement transfers to a position covered by this Collective Agreement, any seniority obtained while employed as a Lunchroom Supervisor shall be prorated to actual time worked.

48.2.1 The Board shall establish a seniority list for permanent Members by start date showing each Member's name, seniority credit, the salary grade and total experience with the Board.

48.2.2 Such seniority list shall be arranged from most senior to the most junior Member.

48.2.3 Such list shall be brought up to date and sent to the President of the Bargaining Unit in January of each year.

48.2.4 In compiling the seniority list, all ties shall be broken as follows:

a. If two or more Members have the same seniority credit, the Member with the most Bargaining Unit experience with the Board shall be considered the most senior;

b. If still tied, the Member with the most total experience with the Board shall be considered the most senior;

c. If still tied, the seniority standing of the Member shall be determined by a method of lot mutually agreed upon by the Board and the Bargaining Unit.

48.3 If a Member accepts a temporary assignment to a non-union position with the Board outside the Bargaining Unit, not to exceed twelve (12) months in duration, the Member shall continue to accumulate seniority.

48.4 A Member will continue to accumulate seniority under the following conditions:

a. during an absence due to illness or injury;

b. while on Workers' Compensation;

c. while on an approved leave of absence as provided under this Agreement;

d. while working scheduled time (which includes vacations and holidays).

48.5 A Member shall lose seniority standing under the following conditions:

a. if the Member terminates employment with the Board;

b. if the Member is discharged and such discharge is not reversed through the grievance/arbitration procedure or other legal procedure available to the Member;

c. if the Member fails after a layoff to return to work within ten (10) working days after the Board has given the Member notice of recall by registered mail, unless an extension is granted by the Board due to an emergency or other reason;

d. if a Member is laid off by the Board and has exhausted all rights of recall under Article 44 – Layoff and Recall;

e. if the Member accepts a permanent position with the Board outside the Bargaining Unit.

ARTICLE 49 – DEFINITIONS

49.1.1 For the purpose of interpreting the language of this Collective Agreement the following definitions shall be used:

49.1.2 “Agreement” – shall mean this Collective Agreement

49.1.3 “Bargaining Unit” – shall mean the Office, Clerical and Technical Unit, Ontario Secondary School Teachers’ Federation (O.S.S.T.F.), District 8, Hamilton.

49.1.4 “Board” – shall mean the Board of Education for the City of Hamilton.

49.1.5 “Collective Agreement” – shall mean this collective agreement between The Board of Education For The City Of Hamilton and the Ontario Secondary School Teachers’ Federation representing The Office, Clerical and Technical Unit of The Ontario Secondary School Teachers’ Federation District 8, Hamilton.

49.1.6 “Employee” – shall mean a member of the “Bargaining Unit”.

49.1.7 “employee” – shall mean a person hired by The Board of Education for the City of Hamilton.

49.1.8 “Employer” – shall mean The Board of Education for the City of Hamilton.

49.1.9 “employer” – shall mean any other employer other than The Board of Education for the City of Hamilton.

49.1.10 “Member” – shall mean a member of the “Bargaining Unit”.

49.1.11 “O.S.S.T.F.” – shall mean the Ontario Secondary School Teachers’ Federation.

49.1.12 “Part-time” – when referring to a person employed by the Board it shall mean a person who is working less than full-time.

49.1.13 “Permanent” – shall mean the permanent staff of the Board and includes both probationary and permanent Members.

49.1.14 “school year” – means the period of time as provided in the Regulations under the Education Act.

49.1.15 "Union" – shall mean the Ontario Secondary School Teachers' Federation

49.1.16 "Work Year" – the "work year" for ten-month employees shall be the same as the "school year"; for twelve month employees, the "work year" shall be from September 1 to August 31.

ARTICLE 50 – DURATION AND TERMINATION

50.1 This Agreement shall be effective on the 1st day of September 1991 and remain in force until the 31st day of August, 1993 and shall continue in force from year to year thereafter. In any year not more than ninety (90) days before the date of termination of the Agreement, either party shall furnish the other with notice to renegotiate the Collective Agreement.

50.2 The parties shall meet within fifteen (15) days after giving of notice by either party for the purpose of entering into negotiations.

ARTICLE 51 – AMENDMENTS

51.1 Amendments to the provisions of this Collective Agreement shall be made, in writing, only by mutual consent of the parties. Any such revision or amendment shall not become effective until ratified by the Board and the Union.

51.2 In the event that the Federal and/or Ontario Government should pass legislation during the lifetime of this Collective Agreement which would have the effect of altering or modifying any part of the Agreement, the parties shall meet and in good faith make every reasonable effort to sign a memorandum of agreement covering all amendments the parties deem appropriate. The remaining provisions of the Collective Agreement shall continue in effect for the duration of the Agreement.

SCHEDULE A – SALARY AND GRADE LEVELS

A.1.1 Effective September 1, 1991 to December 31, 1991, Members shall receive the following amount above the salary/wages already paid:

Grade	–	Amount
2	–	\$ 84
3	–	86
4	–	89
5	–	92
6	–	99
7	–	105
8	–	111
9	–	121
10	–	134
11	–	148
13	–	179

A.1.2 The increase for a part-time Member shall be prorated in the same proportion that the part-time assignment bears to a full-time assignment.

A.1.3 The increase for ten (10) month Members shall be prorated to ten twelfths of the annual increase.

A.2.1 Effective January 1, 1992, Members shall be paid in accordance with the following salary grid:

Grade	Minimum	1 Year	2 Years	3 Years	4 Years
2	23,175	23,975	24,775	25,575	
3	23,735	24,535	25,335	26,135	
4	24,570	25,370	26,170	26,970	
5	25,422	26,222	27,022	27,822	
6	27,274	28,174	29,074	29,974	
7	29,157	30,057	30,957	31,857	
8	31,066	31,966	32,866	33,766	
9	33,981	34,881	35,781	36,681	
10	37,880	38,780	39,680	40,580	
11	40,725	41,725	42,725	43,725	44,725
13	50,372	51,372	52,372	53,372	54,372

A.2.2 The salary of a part-time Member shall be prorated in the same proportion that the part-time assignment bears to a full-time assignment.

A.2.3 The salary for ten (10) month Members shall be prorated to ten twelfths of the annual salary.

A.3.1 Effective March 1, 1992, Members shall be paid in accordance with the following salary grid:

Grade	Minimum	1 Year	2 Years	3 Years	4 Years
2	23,367	24,167	24,967	25,767	
3	23,931	24,731	25,531	26,331	
4	24,772	25,572	26,372	27,172	
5	25,631	26,431	27,231	28,031	
6	27,499	28,399	29,299	30,199	
7	29,396	30,296	31,196	32,096	
8	31,320	32,220	33,120	34,020	
9	34,256	35,156	36,056	36,956	
10	38,184	39,084	39,984	40,884	
11	41,060	42,060	43,060	44,060	45,060
13	50,780	51,780	52,780	53,780	54,780

A.3.2 The salary of a part-time Member shall be prorated in the same proportion that the part-time assignment bears to a full-time assignment.

A.3.3 The salary for ten (10) month Members shall be prorated to ten twelfths of the annual salary.

A.4.1 Effective September 1, 1992, Members shall be paid in accordance with the following salary grid:

Grade	Minimum	1 Year	2 Years	3 Years	4 Years
2	23,882	24,682	25,482	26,282	
3	24,457	25,257	26,057	26,857	
4	25,316	26,116	26,916	27,716	
5	26,192	26,992	27,792	28,592	
6	28,103	29,003	29,903	30,803	
7	30,038	30,938	31,838	32,738	
8	32,000	32,900	33,800	34,700	
9	34,995	35,895	36,795	37,695	
10	39,002	39,902	40,802	41,702	
11	41,961	42,961	43,961	44,961	45,961
13	51,876	52,876	53,876	54,876	55,876

A.4.2 The salary of a part-time Member shall be prorated in the same proportion that the part-time assignment bears to a full-time assignment.

A.4.3 The salary for ten (10) month Members shall be prorated to ten twelfths of the annual salary.

A.5.1 The anniversary date for a Member hired prior to January 1, 1965 shall be September 1st.

A.5.2 The anniversary date for a Member hired on or after January 1, 1965 shall be calculated from the first day of the month coinciding with or next following the last date of appointment to the probationary staff.

A.6.1 A Member not at the maximum salary of a Grade level shall advance on the salary grid by means of an annual increment effective on the anniversary date.

A.6.2 The payment of an increment on the salary grid level is conditional upon satisfactory job performance. Where an increment is to be withheld, the Member shall be notified in writing at least sixty (60) days in advance of the date on which the increment is due.

A.7.1 Where a Member is promoted to a position classified at a higher salary level, the Member shall receive the minimum salary for the higher level. If the Member's salary prior to promotion is greater than the minimum salary the Member shall receive the salary step next higher to their present salary and progress towards the salary maximum for the level in accordance with the incremental schedule for the classification.

A.7.2 The anniversary date of a Member, promoted to a position classified at a higher salary level, shall not change as a result of the promotion.

A.8 A Member demoted to a position classified at a lower salary grade shall receive either the Member's existing salary or the maximum salary for the lower grade level, whichever is the lesser.

A.9 When a member is assigned for a period of two (2) weeks or more as a replacement in a position classified in a higher grade level, the Member shall be paid the minimum salary for the higher grade level or \$20.00 per week, whichever is greater.

A.10.1 A new Member to staff shall receive the minimum salary of the grade level for the Member's position.

A.10.2 For initial salary placement purposes, a Casual or Temporary Member appointed to the probationary staff to the same position held as a Casual or Temporary Member on and after the ratification date of this Agreement, shall be placed on the salary grid in accordance with the commencement date of the last casual or temporary assignment for which there was no intervening break in employment.

A.11 A permanent Member who holds a signed agreement between the Board and the Member, prior to ratification of this agreement, shall maintain rights under the signed agreement until such time as the Member leaves the position held when such agreement was signed.

A.12 Computer Operators working outside of normal hours of work as per clause 36.2.1 shall be paid:

September 1, 1991 until February 28, 1992 – \$1.52 per day

March 1, 1992 until August 31, 1992 – \$1.53 per day

September 1, 1992 until August 31, 1993 – \$1.56 per day

A.13 The following shall be used in the calculations of pay:

a. "Annual Salary" – the salary identified at each cell of the grids described in this Article.

b. "Ten-month Annual Salary" – ten twelfths of the "Annual Salary" as described in this Article.

c. "Monthly Rate" – "Annual Salary" as described in this Article divided by twelve (12).

d. "Weekly Rate" – "Annual Salary" as described in this Article divided by fifty-two (52).

e. "Daily Rate" – "Weekly Rate" divided by five (5).

f. "Hourly Rate" – "Daily Rate" divided by seven (7).

A.14 The Board agrees to maintain Pay Equity in accordance with the requirements of the Pay Equity Act.

SCHEDULE B – GRADE LEVELS AND JOB TITLES

Job #	Title
-------	-------

GRADE 2

102	Data Processing Clerk Burster and Binder, Computer Services
-----	---

GRADE 3

122	Audio Visual Library Clerk, Dundurn
216	Clerk Typist, Special Education
171	Clerk Typist, Adjustment
86	Data Entry Clerk, Special Education
46	Library Secretary (Paikin)
114	Library Secretary, Elementary
261	Mail Clerk, Administrative Services
277	Receptionist, Human Resources

GRADE 4

301	Clerk, Administrative Services
47	Clerk, Public Relations
300	Clerk, Printing
84	Clerk Typist, Adjustment Services
82	Clerk Typist, Identification, Placement and Review Committee
174	File Clerk, Purchasing
92	Video Clerk Dundurn
77	Clerk, Research
244	Data Entry Operator, Computer Services
204	Duplicating Operator
66	Resource Centre Secretary, Sanford
136	Second Secretary, Elementary
135	Second Secretary, Secondary Vocational
125	Senior Switchboard Operator, Education Centre

GRADE 5

169	Audio Visual Equipment Supply Clerk
155	Clerk, Accounting
271	Clerk, Benefits
91	Clerk, Information Desk
229	Clerk Typist, Caretaking Services
179	Clerk Typist, Curriculum, Resources & Technologies
196	Co-op Secretary
227	Data Control Clerk, Computer Services
131	Data Entry Operator, Computer Services
311	Payroll Clerk
76	Senior Secretary, Research
49	Secretary, Athletic/Physical Education Office
87	Secretary, Computer Services
252	Secretary, Curriculum
281	Secretary, Lunch Program/Curriculum
	Secretary, Special Needs/TR Program

GRADE 6

103	Accounts Payable Clerk, Accounting
73	Clerk, Buyer Secondary, Purchasing Department
172	Clerk, Buyer Elementary, Purchasing Department
64	Clerk, Buyer Textbook Administration, Purchasing Department
129	Clerk, Buyer Standard Supplies
206	Clerk, Director's Office
270	Clerk, Special Projects & Audit
88	Clerk Typist, Special Education
80	Data Control Clerk III
210	Clerk, Rentals; Property
160	Senior Analysis & Control Clerk
133	Senior Clerk, Plant Department
162	Clerk, Sick Leave/Attendance
151	Clerk, Student Services Ontario Student Records Clerk
74	Clerk, Transportation Department
93	Work Order Clerk, Plant Department
130	Secretary, Psychological Services Department
113	Alternative Education Secretary
254	Secretary/Receptionist, Area Office
253	Secretary, Curriculum/Languages
132	Secretary, Briarwood School
198	Secretary, Human Resources
258	Secretary, Staff Development
123	Reception/Third Floor, Program
205	Offset Operator
128	Assistant, Lunchroom Program Leader
16	Mailroom Supervisor

GRADE 7

40	Clerk, Assessment
274	Budget Analysis Clerk
164	Clerk, Safety, Human Resources Department
50	Senior Clerk, Budget Department
163	Senior Clerk, Casual Staffing, Human Resources Dept.
95	Senior Payroll Clerk
149	Secretary, Adult Learning Centre
259	Secretary, Assistant Superintendent, Program
241	Secretary, Caretaking
176	Secretary, Continuing Education
195	Secretary, Teacher Staffing, Human Resources Dept.
212	Secretary, Superintendent of Plant
228	Secretary, Adjustment

257	Transportation Assistant
181	Computer Operator
45	Library Technician, Paikin
200	Offset Operator (Senior)
304	Media Technician

GRADE 8

110	Secretary (JK to 5/6)
3	Elementary Secretary (JK to 5)
134	Secretary Middle School
107	Senior Secretary (JK to 8)
137	Senior Secretary, Vocational School
65	Secretary, Purchasing Manager
13	Senior Secretary, Psychological Services
240	Senior Clerk Employee Benefits, Human Resources Dept
166	Senior Accounting Clerk
117	Senior Clerk, Insurance
243	Bookkeeper, Accounting Department
170	Library Technician, Library Services
79	Student Records Coordinator
273	Training Assistant, Computer Services
186	Stage Technician
148	Equipment Repair Technician I
90	Secretary, Superintendent Program

GRADE 9

146	Administrative Assistant, Media Centre
118	Developmental Specialist
126	Office Assistant, Curriculum Resources & Technologies
142	Science Technician, Dundurn
70	Audio Visual Technician Media
140	Equipment Repair Technician II
279	Accounting Analyst
275	Mechanical/Electrical Draftsperson

GRADE 10

173	Buyer, Purchasing
192	Buyer, Secondary Schools
71	Buyer, Texts
276	Career Counsellor
256	Personal Computing Coordinator
189	Community School Leader

182	Computer Programmer II
18	Computer Programmer II
265	Safety Technician
5	Sports Convenor
203	Financial Analyst
248	Computer Equipment Coordinator
282	Software Technician, Computers Resources & Technologies

GRADE 11

44	Assistant, Staff Development
147	Research Librarian, Paikin Library
211	Inspector Draftsperson
264	Methods & Communications Analyst
39	Supervisor, Assessment
308	Computer Programmer III

GRADE 13

67	Project Research Analyst
278	Program Research Analyst

The following positions are positions which were included in the Pay Equity Plan of January 26, 1990 but at the present time no longer exist as positions:

Grade 2

215	Clerical Psychological Services
168	Library Clerk, Paikin

Grade 3

124	Audio Visual Library Clerk, Dundurn
75	Research, Clerk Typist
141	Equipment Repair Clerk, Information Management Services
307	Switchboard Operator
72	Typist, Purchase Orders, Purchasing
143	Assistant Science Technician, Kit Services
216	Casual/Clerical Gifted (P/T)
37	Film/Video/Laminating Clerk
159	Dicta Typist
145	Ed Centre Receptionist, 4th Floor

Grade 4

154	Accounts Payable/Reception Clerk
48	Media Services Secretary
7	Library Clerk, Bagshaw

Grade 5

209	Property Clerk
158	Word Processing Operator, Information Management Services
262	Word Processing Operator, Human Resources

Grade 6

152	Student Services Ontario Student Records Clerk P/T
-----	--

Grade 7

96	Payroll Clerk
112	Secretary TR-Vincent Massey

Grade 8

83	Secretary to Co-ordinator Special Education
150	Guidance Secretary, Education Centre
180	Computer Scheduler
144	Senior Secretary, Bagshaw

Grade 9

97	Assistant Sports Convenor
193	Procedures & Forms Co-ordinator
178	Technical Assistant (Media Services)
89	Secretary, Assistant Superintendent, Curriculum

The following Job Titles shall be referred to the Job Re-evaluation Committee for review.

Job #	Present Title	Suggested Title
-------	---------------	-----------------

Grade 2

102	Data Processing Clerk Burster and Binder, Computer Services	Data Control Clerk I
-----	---	----------------------

Grade 3

46	Library Secretary (Paikin)	Library Clerk (Paikin)
114	Library Secretary, Elementary	Library Clerk, Elementary
244	Data Entry Operator	Data Entry Operator I

Grade 5

227	Data Control Clerk, Computer Services	Data Control Clerk II
-----	---------------------------------------	-----------------------

Grade 6

73	Buyer Clerk Secondary	Clerk, Buyers; Purchasing
172	Buyer Clerk Elementary	Clerk, Buyers; Purchasing
64	Buyer Clerk Textbook	Clerk, Buyers; Purchasing
16	Mailroom Supervisor	Section Leader, Mailroom

Grade 7

200	Offset Operator (Senior)	Section Leader, Printing
-----	--------------------------	--------------------------

Grade 8

110	Secretary (JK to 5/6)	Elementary School Secretary
3	Elementary Secretary (JK to 5)	Elementary School Secretary
134	Secretary Middle School	Elementary School Secretary
107	Senior Secretary (JK to 8)	Elementary School Secretary

Grade 9

70	Audio Visual Technician Media, Education Centre	Technical Assistant Curriculum, Resources & Technologies
146	Administrative Assistant Media Centre	Section Leader, Audio Visual Library

Grade 10

173	Buyer, Purchasing	Buyer, Purchasing
192	Buyer, Secondary Schools	Buyer, Purchasing
71	Buyer, Texts (Purchasing)	Buyer, Purchasing
276	Career Counsellor, Human Resources	Employment Counsellor

Grade 11

39	Supervisor Assessment Administration	Assessment Officer
----	---	--------------------

SCHEDULE C – TEMPORARY AND CASUAL MEMBERS

C.1 “Casual Employee” – means a Member of the bargaining unit hired to replace an employee absent or on a leave of absence for a period of one (1) year or less, or, a Member of the bargaining unit hired to provide additional assistance for a period less than one (1) year.

C.2 “Temporary Employee” – means a Member of the bargaining unit hired for a continuous period of employment in the same assignment to replace a Member absent or on a leave of absence for a period of more than one (1) year to a maximum of two (2) years.

C.3 A Casual Member with less than five (5) years of service with the Board as a casual, temporary and/or permanent employee shall be paid:

- a) For the period September 1, 1991 to February 28, 1992, \$74.10 per day;
- b) For the period March 1, 1992 to August 31, 1992, \$74.66 per day;
- c) For the period September 1, 1992 to August 31, 1993, \$76.15 per day.

C.4 A Casual Member with five (5) or more years of service with the Board as a casual, temporary and/or permanent employee shall be paid:

- a) For the period September 1, 1991 to February 28, 1992, \$79.73 per day;
- b) For the period March 1, 1992 to August 31, 1992, \$80.33 per day;
- c) For the period September 1, 1992 to August 31, 1993, \$81.94 per day.

C.5 A Casual Member who replaces an employee for a period greater than two (2) consecutive weeks shall be paid the minimum salary of the Grade Level in which the position held is located.

C.6 In addition to the amounts received under clauses C.3 to C.5 inclusive, a Casual Member shall receive four per cent (4%) of the salary/wages received as vacation pay.

C.6 Part-time Casual Members shall have the amounts received under clauses C.3 to C.6 paid in the same proportion that the part-time assignment bears to a full-time assignment in the same position.

C.7.1 Effective the first of the month following the date of ratification of this Agreement, a full-time Casual Member employed in the same assignment for a period of six (6) months or more shall receive seventy-five dollars (\$75.00) per employment month worked. Such payment shall be paid in lieu of benefits and shall be paid to the Casual Member at the end of the assignment.

C.7.2 For the purpose of clause C.7.1, a Casual Member in a ten month position assignment shall not count the months of July and August as part of the six (6) month period.

C.8 Casual and Temporary Members shall receive any travel allowance payable under the policies of the Board.

C.9 A Temporary Member shall be paid the minimum rate of the Grade Level, in which the position is located, for the duration of the assignment in accordance with Schedule A – Salary and Grade Levels.

C.10 In addition to the amount received under clause C.9, a Temporary Member shall receive four per cent (4%) of the salary/wages received as vacation pay.

C.11 A Temporary Member, after one year of continuous employment in the same position shall be eligible for insured employee benefits in accordance with Article 46 Insured Employee Benefits. If the Temporary Member enrolls in the Benefits provided under Article 46, the Temporary Member is no longer eligible for the payment under clause C.7.1.

C.12 After one year of continuous service, a Temporary Member who is hired to fill a full-time assignment shall be entitled to two (2) days of sick leave credit per consecutive month of employment for reasons of personal injury or illness. Such sick leave shall be cumulative to the end of the assignment.

C.13 Temporary Members who complete two (2) years of continuous employment in the same position following the date of ratification of this Collective Agreement shall be appointed to the probationary staff of the Board.

C.14 A Casual or Temporary Member who works the scheduled day before and the scheduled day after a recognized paid holiday as in Article 39, shall be paid for the recognized paid holiday.

C.15 Night School Secretaries shall be considered Casual Members and shall be paid \$10.50 per hour plus four per cent (4%) vacation pay.

TEMPORARY AND CASUAL SERVICE LIST

C.16 For Temporary and Casual Members, service is defined as the number of days worked in such positions and shall include any and all temporary and casual service with the Board prior to the date of ratification.

C.17.1 The Board shall establish a service list for Temporary and Casual Members by days worked showing each Member's name and last date of appointment to the casual staff.

C.17.2 Such service list shall be arranged from the Member with the most service to the Member with the least service.

C.17.3 Such list shall be brought up to date and sent to the President of the Bargaining Unit in January of each year.

C.17.4 In compiling the Temporary and Casual Member service list, all ties shall be broken through a system of lot mutually agreed to by the Board and the Union.

C.18 The following Articles of this Collective Agreement do not apply to Casual Members:

Article 5	–	Collective Agreement
Article 11	–	Contracting Out
Article 16	–	Miscellaneous Leaves of Absence
Article 17	–	Personal Leaves of Absence
Article 19	–	Paternal Leave
Article 22	–	Extended Parental Leave
Article 23	–	Deferred Salary Leave Plan
Article 25	–	Workers Compensation Supplement
Article 26	–	Sick Leave
Article 27	–	Job Exchange
Article 28	–	Position Sharing
Article 29	–	Transfers
Article 30	–	Transfer to Interim Internal Department Assignment
Article 35	–	Volunteers

- Article 38 – Change in Hours of Work
- Article 40 – Paid Vacations
- Article 43 – Probationary Period
- Article 45 – Pension Plan
- Article 46 – Insured Employee Benefits
- Article 48 – Permanent Employee Seniority
- Appendix 1 – Supplemental Unemployment Benefits (SUB) Plan

C.19 The following Articles of this Collective Agreement do not apply to Temporary Members:

- Article 5 – Collective Agreement
- Article 11 – Contracting Out
- Article 17 – Personal Leaves of Absence
- Article 19 – Paternal Leave
- Article 22 – Extended Parental Leave
- Article 23 – Deferred Salary Leave Plan
- Article 26 – Sick Leave
- Article 27 – Job Exchange
- Article 28 – Position Sharing
- Article 29 – Transfers
- Article 30 – Transfer to Interim Internal Department Assignment
- Article 35 – Volunteers
- Article 38 – Change in Hours of Work
- Article 40 – Paid Vacations
- Article 43 – Probationary Period
- Article 45 – Pension Plan
- Article 48 – Permanent Employee Seniority
- Appendix 1 – Supplemental Unemployment Benefits (SUB) Plan

APPENDIX 1 – SUPPLEMENTAL UNEMPLOYMENT BENEFITS (SUB) PLAN

Supplemental Unemployment Benefit (SUB) Plan for the Board of Education for the City of Hamilton.

1. The object of the plan is to supplement the unemployment insurance benefits received by workers for temporary unemployment caused by pregnancy or parental leaves.

2. The following groups of employees are covered by the plan:

Office, Clerical and Technical Bargaining Unit

3. The other requirements imposed by the employer for the receipt or the non-receipt of the SUB are:

(a) An employee must be eligible to receive pregnancy or parental leave benefits from U.I.C.

(b) An application for supplementary unemployment benefits must be made by the employee on a form provided by the employer and the employee shall provide verification of the approval of U.I. claim indicating the weekly amount to be paid by the Canada Employment and Immigration Commission.

(c) Payment will not be made for any week in the waiting period which falls outside the employee's normal employment period. An employee employed on a ten-month basis will not be supplemented for any week during the waiting period which falls during the months of July and/or August.

4. Employees must apply for and be in receipt of unemployment insurance benefits before SUB becomes payable except if non receipt is due to serving the waiting period.

5. Payments in respect of guaranteed annual remuneration or in respect of deferred remuneration or severance pay benefits are not reduced or increased by payments received under the Plan.

6. Employees do not have a right to SUB payments except for supplementation of U.I. benefits for the unemployment period as specified in the Plan.

7. The benefit level paid under this plan is set at a weekly rate equal to 60% of the employee's weekly insurable earnings under U.I.C. It is understood that in any week, the total amount of SUB, unemployment insurance gross benefits and any other earnings received by employees will not exceed 95% of the employee's normal weekly earnings.

8. The maximum number of weeks for which SUB is payable is for the two week waiting period.

9. The duration of this plan is from September 1, 1991 until August 31, 1993.

10. The plan is financed from the employer's general revenues or through a Trust Fund. SUB payments will be kept separate from payroll records.

11. The employer will inform the Canada Employment and Immigration Commission of any changes to the plan within thirty (30) days of the effective date of change.

12. The employee must provide the employer with the proof that the employee is getting U.I. benefits or that the employee is not getting benefits for reasons specified in the plan.

13. The employer will use the U.I. receipt of the employee to verify that the employee is receiving U.I. benefits or other earnings. The employer's Revenue Canada Taxation registration number is LTP 491559.

Dated at Hamilton this 8th day of February, 1993.

On Behalf of the Board

On Behalf of the Union

LETTER OF AGREEMENT

**Between
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
THE OFFICE, CLERICAL AND TECHNICAL UNIT
OF
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
DISTRICT 8, HAMILTON**

RE: INCLEMENT WEATHER

The Parties to this Agreement hereby agree to the following:

In the event that the schools are closed as a result of inclement weather and/or poor road conditions the following provisions will apply to all members of the bargaining unit. These provisions shall be in place for a trial period starting the date of ratification of this Agreement and ending August 31, 1993. Any renewal of these procedures will be subject to mutual agreement by the parties.

1. School Closing Announced by 7:00 a.m.

If a school building is officially closed, members of the bargaining unit shall not be required to report for work.

If the Education Centre, an Area Office or 220 Dundurn Street is officially closed, the members of the bargaining unit shall not be required to report for work. However, in the event that the Education Centre, an Area Office or 220 Dundurn Street remain open during inclement weather, members of the bargaining unit are expected to make an effort to report to work, providing travel can be safely undertaken without serious inconvenience. If unable to report to work, the members of the bargaining unit should advise their immediate supervisor as soon as possible.

2. School Closings During the Day

The normal expectation is that the Principal will allow members of the bargaining unit to leave the school within thirty (30) minutes after the official school closing time.

If an Area Office, Education Centre or 220 Dundurn Street is officially closed, the normal expectation is that the immediate supervisor will

allow members of the bargaining unit to leave the building as soon as possible after the announcement has been made.

3. Any absence from work by a member of the bargaining unit as a result of this procedure shall be without loss of salary.

4. Any casual Employee scheduled to work on a day the work location is closed, shall be paid the amount for the scheduled assignment.

Signed in the City of Hamilton this 8th day of February, 1993.

On Behalf of the Board

On Behalf of the Union

LETTER OF AGREEMENT

Between

**THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
THE OFFICE, CLERICAL AND TECHNICAL UNIT
OF
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
DISTRICT 8, HAMILTON**

RE: EMPLOYEE ASSISTANCE PROGRAM

The parties hereby agree that the Employer shall continue its present Employee Assistance Program.

Signed at Hamilton this 8th day of February, 1993.

On Behalf of the Board

On Behalf of the Union

LETTER OF AGREEMENT
Between
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
THE OFFICE, CLERICAL AND TECHNICAL UNIT
OF
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
DISTRICT 8, HAMILTON

RE: JOINT COMMITTEE TO REVIEW JOB PERFORMANCE APPRAISAL SYSTEM

The parties to this Agreement hereby agree to establish a joint committee to review the job performance appraisal system developed by the Board.

The Committee shall operate under the following terms of reference:

1. The Board shall appoint three (3) members and the Bargaining Unit Executive shall appoint three (3) members to the Committee.
2. Each party shall select one chairperson from among its appointed members to the Committee.
3. The Chairperson selected by the Board shall chair the first meeting of the Committee and the Chairperson selected by the Union shall chair the second meeting of the Committee. The Chairpersons shall alternate chairing any subsequent meetings of the Committee.
4. The Committee shall hold its first meeting within four (4) months of ratification of this Collective Agreement. Any subsequent meeting shall be held at the call of either Chairperson.
5. The Committee shall review the job performance appraisal system to be developed by the Board and make recommendations to the parties as to amendments, if any, on or before June 15, 1993.

Signed at Hamilton this 8th day of February, 1993.

On Behalf of the Board

On Behalf of the Union

LETTER OF AGREEMENT
Between
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
THE OFFICE, CLERICAL AND TECHNICAL UNIT
OF
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
DISTRICT 8, HAMILTON

**RE: IDENTIFICATION OF THOSE POSITIONS HAVING
HOURS OF WORK OUTSIDE NORMAL HOURS**

The parties to this Agreement hereby agree that the Manager, Employee Relations and the President of the Bargaining Unit shall meet within thirty (30) days of the ratification of this Agreement to identify those positions which have hours of work which are outside the normal working hours as defined in Clause 36.2.1 and make recommendations to the parties by June 1, 1993.

Signed at Hamilton this 8th day of February, 1993.

On Behalf of the Board

On Behalf of the Union

LETTER OF AGREEMENT
Between
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
THE OFFICE, CLERICAL AND TECHNICAL UNIT
OF
THE ONTARIO SECONDARY SCHOOL
TEACHERS' FEDERATION
DISTRICT 8, HAMILTON

RE: COMMITTEE TO REVIEW ARTICLE 44 – LAYOFF AND RECALL

The parties to this Agreement hereby agree to establish a joint committee to review Article 44 – Layoff Recall.

The Committee shall operate under the following terms of reference:

1. The Bargaining Unit Executive shall appoint three (3) members to the Committee. The Board shall be represented by an Employment Officer, an Employee Relations Officer and a Manager.
2. Each party shall select one chairperson from among its appointed members to the Committee.
3. The Chairperson selected by the Board shall chair the first meeting of the Committee and the Chairperson selected by the Union shall chair the second meeting of the Committee. The Chairpersons shall alternate chairing any subsequent meetings of the Committee.
4. The Committee shall hold its first meeting within four (4) months of ratification of this Collective Agreement. Any subsequent meeting shall be held at the call of either Chairperson.
5. The Committee shall review Article 44 – Layoff and Recall and make recommendations to the parties as to amendments, if any, on or before August 31, 1993.

Signed at Hamilton this 8th day of February, 1993.

On Behalf of the Board

On Behalf of the Union

The attached memo will be sent to each Elementary School Principal over the signature of the Director of Education.

[DATE]

TO: Elementary School Principals

Re: Use of Volunteers in School Offices

During collective agreement negotiations with the new Office, Clerical and Technical bargaining unit, represented by the Ontario Secondary School Teachers' Federation, it has come to my attention that the use of volunteers in school offices needs to be reviewed. The Union has raised concerns regarding the use of volunteers in the school office to do work that would be done by members of the bargaining unit.

The objective of the volunteer program is to foster the growing involvement of the school in the community. In serving the school, the volunteer is expected to respect the confidentiality of the pupil-school relationship and to maintain confidentiality about the progress of students.

The most important reason for considering adult volunteers is that such help can assist the school personnel to teach more effectively the students under their care. The volunteer in the classroom is to assist the teacher in conducting the learning process, wherever and whenever possible. If volunteers are to assist in the school office it is inappropriate for them to have access to the Ontario Student Record (O.S.R.) cards, petty cash and confidential information covered by the Freedom of Information and Protection of Privacy Act. If volunteers are assigned to the school office, the regular secretary(s) should be included in the discussion related to the assignment of tasks to the volunteers.

As a result of budgetary restraints, Administration has found it necessary to curtail our costs as it relates to replacements of absent workers and extra assistance to the schools. I wish to make it clear to you that the volunteer program is not a substitute for additional secretarial staff in the office. If additional assistance is needed in the office, the Principal should make a request through the appropriate Superintendent of Schools.

Thank you for your co-operation in this matter.

Yours truly,

Director of Education and Secretary

c. Superintendent of Schools
President, Office, Clerical and Technical Unit, O.S.S.T.F.

SIGNING PAGE

IN WITNESS WHEREOF each of the parties hereto caused this Agreement to be signed by its duly authorized representatives dated at Hamilton, Ontario this 8th day of February, 1993.

ON BEHALF OF THE
UNION

ON BEHALF OF THE
BOARD

_____	_____
_____	_____
_____	_____
_____	_____

MINUTES OF THE
SPECIAL IN-CAMERA MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 02 25

The Board met.

Present: Margaret Cunningham (Chairman), Trustees Allen, Darby, Desmarais, Hill, Hicks, Korz, Lowe, Mulholland, Orban, Patenaude, Rodgeron, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources) and S. Rogers (Assistant to the Secretary).

Mr. Goodridge noted that regrets for being unable to attend this evening's meeting were received from Trustee Johnston.

Trustees Darby, Hill, Mulholland, Patenaude and Rogers, each declared a conflict of interest and left the room for the discussion pertaining to their conflict.

Action taken by the Board is not included in this public record of the meeting as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE
BOARD OF EDUCATION

Board Room
Education Centre
1993 03 23

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgerson, Rogers, Stewart and Wilson.

Officials present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), M. Quinn (Superintendent of Schools, Area 1), N. Nicholls (Superintendent of Schools, Area 2), R. Binns (Superintendent of Schools, Area 3), P. Gillie (Superintendent of Schools, Area 4), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent, Program), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Board met in an in-camera session prior to the public meeting. Trustees Darby and Wilson each declared a conflict of interest and left the room for the discussion on the matter pertaining to the conflict.

Action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The public meeting convened at 20:00 hours.

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Hicks, Hill and Lowe.

A moment of silence was observed in memory of the late Zolton Szombathy, a teacher at Crestwood Secondary School.

Sue Gibson presented a picture to the Board on behalf of the Educational and Lunchroom Assistants' Association in appreciation of the workshop organized by staff for the educational assistants.

The Chairman thanked Ms. Gibson and the Association for the donation, noting that it will be proudly displayed in a prominent place in the Program Department.

The minutes of the last regular meeting of 1993 02 18 were adopted as presented.

The Secretary read a note of thanks for the Board's expression of sympathy from the Yurkiw family. He reported that responses from the Minister of National Revenue regarding Serial Killer Cards and from the Minister of Education and Training regarding tax levy payments to school boards have also been received.

The above correspondence was received and ordered filed.

The Secretary then drew the members' attention to the correspondence attached to the Agendas.

Moved by Mr. Korz: That the resolution from the Stormont, Dundas and Glengarry County Roman Catholic School Board re Transportation Safety be referred to the Transportation Committee. Carried.

Moved by Mr. Korz: That the resolution requesting support from the Niagara South Board of Education re Legislated Wage Freeze be referred to the Salary Committee. Carried.

Moved by Mr. Korz: That the resolution requesting support from the Huron County Board of Education re General Legislative Grants be referred to the Operations Management Committee. Carried.

Trustee Wilson gave notice that she will move or cause to be moved at the next regular meeting of the Board or special meeting called for that purpose the following motion:

WHEREAS there are concerns that the needs of exceptional children at both ends of the spectrum are not being met in the destreamed programs presently being piloted in Ontario; and

WHEREAS the teachers' federation has expressed concerns that their members are not ready to meet the needs of all students in the classroom; and

WHEREAS there are serious concerns about the financial implication;

THEREFORE BE IT RESOLVED

That the Superintendent of Program provide to the May, 1993 meeting of the Operations Management Committee the specific implementation plans for destreaming for September, 1993. The report to include in detail, with timelines:

- (a) any additional cost or cost savings to the Board,
- (b) the curriculum guidelines that will be used in the Grade 9 program in September, 1993,
- (c) plans for in-service,
- (d) staffing and support personnel needs.

Committee Reports were presented as follows:

Operations Management Committee – Dr. Johnston
Personnel and Organization Committee – Mr. Stewart
Salary Committee – Mr. Korz

Moved by Dr. Johnston, seconded by Canon Rogers: That the General Part of the Report of the Operations Management Committee be adopted.

In response to Trustee Mulholland, Trustee Orban stated that her definition of “magnet school concept” in the motion she made at the Operations Management Committee meeting included special skills school as well as meeting the needs of special students.

Trustee Mulholland requested further clarification from the Officials.

Miss Bond offered that a magnet school would offer a variety of programs across the City in an individual school. Mr. Goodridge concluded that a magnet school has a larger range of programs rather than a specific program to attract students.

The motion was put to a vote and was Carried.

Moved by Mr. Allen, seconded by Mr. Desmarais: That the General Part of the Report of the Personnel and Organization Committee be adopted. Carried.

The Chairman announced that Trustee Stewart has been appointed to serve on the Management Committee referenced in Clause 4. (d) in the above report.

Moved by Mr. Korz, seconded by Ms. Orban: That the Report of the Salary Committee be adopted. Carried.

Under New Business, it was moved by Dr. Johnston, seconded by Mr. Paquin: That the September meeting date for the Board be changed to Thursday, 1993 09 23 at 20:00 hours.

Noting that the regular date for the September Board meeting falls on Rosh Hoshanah, Trustee Johnston referenced Rule 6 of the Board's Rules and Regulations whereby the Board must select an alternate date.

The motion was put to a vote and was Carried.

FRENCH LANGUAGE SECTION

Trustee Desmarais reported that the French Language Section did not meet in March.

ELEMENTARY/SECONDARY

Mr. Goodridge noted that the SEEDS Foundation has announced that Centennial School has received the "Environmental Bronze School certificate".

In receiving and ordering this correspondence filed, the members requested that a letter of congratulations to staff and students be sent on behalf of the Board.

Moved by Dr. Johnston, seconded by Ms. Wilson: That the Elementary/Secondary Part of the Report of the Operations Management Committee be adopted.

Trustee Stewart requested that Clauses 1. (b) and 2. (a) and (b) be voted on separately.

Trustee Stewart noted his disappointment in both the direction of the Board in Clause 1. (b) and in the report as referenced in Clause 2. which did not provide answers to the questions he had asked.

Trustee Korz requested that Clause 1. (a) be voted on separately.

Mr. Goodridge responded to Trustee Allen's questions that public input is welcome relative to Clause 1. (a) (i).

Clause 1. (a) (i) was put to a vote and was Carried.

Clause 1. (a) (ii) was put to a vote and was Carried.

Clause 1. (b) was put to a vote and was Carried.

Clause 2. (a) and (b) was put to a vote and was Carried.

The remainder of the Report was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Ms. Orban: That the Elementary/Secondary Part of the Report of the Personnel and Organization Committee be adopted.

Moved in amendment by Mr. Darby, seconded by Ms. Wilson: That Clause 1. be lifted from the Addendum into the body of the Report to become Clause 1. (b).

Trustee Darby reiterated the safety concerns that still exist in the Fernwood Park School's Junior Kindergarten program. He added that, if the Clause is lifted into the body of the Report, he will make an amendment to add "until the Educational Assistant Review Committee meets during the week of 1993 03 30."

The amendment to lift the Clause from the Addendum was put to a vote and was Lost.

The motion was put to a vote and was Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE SALARY COMMITTEE

Present: S. Hill (Chairman); Trustees Korz and Cunningham.

Officials Present: B. Sinclair (Superintendent of Human Resources), D. Russon (Manager, Employee Relations), V. Meli and R. Van Horne (Employee Relations Officers).

GENERAL

The Committee recommends:

1. That employees, represented by the O.S.S.T.F., District 8, Office, Clerical and Technical Unit, who retired during the period 1991 09 01 to 1992 12 31, receive retroactive payment as per the Collective Agreement.

Respectfully submitted

SANDY HILL
Chairman

Committee Room
1993 03 08

**REPORT OF THE
OPERATIONS MANAGEMENT COMMITTEE
FOURTH REPORT**

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgerson, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Mason, Mulholland, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools, French as a First Language) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the presentation by the Hamilton Council of Home and School Associations regarding education priorities be received for information.

2. That the presentation by the Ontario Public School Boards' Association be received for information.

3. That the Annual Report of the Environmental Policy be received for information and the following recommendations approved:

(a) That paper usage levels continue to be audited in 1993 to ensure that reductions continue to be a priority.

(b) That for sites which achieve a further reduction of 10% paper usage in 1993, an equivalent amount of funds be allocated for these sites in the 1994 Budget for use in Environmental Projects.

(c) That a Report on activities being carried out in our classrooms be presented to the Development Committee in May, 1993.

d) That the draft Action Plan be circulated for input and feedback.

4. That the Adult and Continuing Education 1992 Annual Report be received for information.

5. That a report which defines the manner in which all programs are to be costed be presented to the Operations Management Committee by June 1993.

6. That the magnet school concept be explored prior to or in conjunction with consolidation of vocational secondary schools and that this report be presented to the Operations Management Committee by May, 1993.

7. That the following Report of the Special Education Advisory Committee be approved:

(a) That a Superintendent of Schools be requested to attend all SEAC meetings alternately.

(b) That the Transportation Annual Report be received for information.

(c) SEAC is deeply disturbed to find that Behavioural Exceptionality (B.E.) and Specific Learning Disability (S.L.D.) students are dramatically over represented as achievers of Basic secondary credits, given their intellectual profiles. SEAC requests that the Board review:

(i) the appropriate role and referral process to vocational secondary schools;

(ii) the support provided in secondary schools for B.E. and S.L.D. students; and

(iii) the role for a specialized B.E. program (additional) at the secondary school level.

ELEMENTARY/SECONDARY

1. (a) That the following recommendations in the Report from the officials on condom vending machines in secondary schools be approved:

i) That the concept of teen health clinics be explored by the Coordinator of Physical and Health Education in consultation with the Hamilton-Wentworth Department of Public Health Services, the Hamilton Secondary School Principals' Council and representatives from Secondary School Students' Councils.

ii) That the Co-ordinator of Physical and Health Education report back to the Operations Management Committee by June 1993 on the progress of the above recommendation.

(b) That no action be taken regarding the installation of condom vending machines in secondary schools within the Hamilton Board of Education.

(c) That administration explore the various Abstinence Education Programs used in other jurisdictions and bring a report with recommendations to the Operations Management Committee by June 1993.

2. That the following recommendations in the Westmount '90 Annual Report be approved:

(a) That the Westmount '90 Annual Report be received.

(b) That the annual report entitled "Westmount '90" be presented to the February 1994 Operations Management Committee meeting.

3. That the following recommendations of the Director of Education be approved:

(a) That 40 students from Hamilton Middle and Secondary Schools participate in a trip to Fort Erie, Buffalo, New York, 1993 03 31 (Wednesday), to explore aspects of Black History in North America, through an exchange with Buffalo students and visit historical sites related to the Underground Railroad.

(b) That the following trip requests be approved:

(i) Centennial, Grades 4-5, Outdoor Education, Valen's Conservation Area, 1993 06 17-19 (Thursday to Saturday)

(ii) Gibson, Grade 5, Brock University, 1993 06 15-16 (Tuesday to Wednesday)

(iii) Hess Street, Grades 5-6, Outdoor Education, Valen's Conservation Area, 1993 06 08-09 (Tuesday to Wednesday)

(iv) Queen Mary, Grades 6-8, Outdoor Education, Camp Wanakita, 1993 06 16-19 (Wednesday to Saturday)

(v) W. H. Ballard, Grade 8, Ottawa, 1993 05 12-14 (Wednesday to Friday)

(vi) Sir John A. Macdonald, Grade 9-OAC, Track Meet, Mansfield, Ohio, 1993 04 15-17 (Thursday to Friday)

(vii) Sir John A. Macdonald, Grade 9-OAC, Track Meet, London, Ont., 1993 04 22 (Thursday)

(viii) Sir John A. Macdonald, Grade 9-OAC, Track Meet, Sudbury, 1993 04 30 (Friday)

(ix) Sir Winston Churchill, Special Needs, Outdoor Education Valen's Conservation Area, 1993 06 01-03 (Tuesday to Thursday)

(x) Westmount, Grades 10-OAC, cultural exchange with English student-musicians, Horsham, England, 1994 04 09-18 (Saturday to Tuesday)

4. That the presentation by Mr. Ray Panavas regarding the Board's admission policy to middle schools be received for information and referred to the officials for a report.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 03 09

ADDENDUM

The following motions were considered at the 1993 03 09 meeting of the Operations Management Committee and were LOST:

ELEMENTARY/SECONDARY

1. That the report from the officials on condom vending machines in secondary schools be received for information.

2. That the Westmount '90 Annual Report be referred back to the officials to address concerns about the success of the program, credit completion, attendance, financial efficiency, tracking and the separation of information regarding transfers and retirements.

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
FOURTH REPORT**

Present: Trustees B. Allen (Chairman Pro Tem), Darby, Hicks, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Mason, Mulholland, Orban, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), P. Gillie (Superintendent of Schools – Area 4), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS – Nil

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) That the resignation of Irene Girnius for the purpose of retirement from the position of Cleaner (Cleaning Staff), effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Kerry Fliss (Clerk Typist, Clerical and Technical Staff), 1993 04 05 to 1993 10 08

Tammy Willemsen (Payroll Clerk, Clerical and Technical Staff), 1993 04 05 to 1993 10 08

Return from Leave of Absence

(a) That Sharon Ryckman (Clerk, Clerical and Technical Staff) be returned from a Leave of Absence, effective 1993 03 01.

9. OCCASIONAL STAFF APPOINTMENTS – Nil

10. OTHERS – Nil

* * * * *

2. That the Staffing Report – Full Time Equivalent Positions be received for information.

3. That the Report on Supply Teachers be received for information.

4. That the following recommendations regarding the Report re Workload Study – Caretaking Department be approved:

(a) That Daniels Associates Incorporated be engaged to conduct the Workload Study at a cost not to exceed \$50,000.

(b) That the Report dated 1993 03 11 be received by the Board for information.

(c) That Senior Officials report back to the Board on the results of the Workload Study on or before 1993 06 30.

(d) That a Trustee be appointed to serve on the Management Committee to review the results of the study and make suggestions on the implementation.

(e) That Senior Officials report to the Board at the November 1993 meeting of the Personnel and Organization Committee on the implementation of the Workload Study.

ELEMENTARY/SECONDARY

1. That the Report regarding Redeployment of Educational Assistants be received for information.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Probationary Staff, effective 1993 03 24, with salary according to the salary schedule:

Krista Gugenberger (E)
Athanasia Psarakis (E)
Maureen Reid (E)
(Replacements)

(b) That the following Educational Assistants be appointed to the Probationary Educational and Lunchroom Assistant Staff, effective as shown, with salary according to the Collective Agreement:

Ruth Meek, 1993 04 01
Jim Shewfelt, 1993 04 01
(Replacements – Contract Compliance)

2. PERMANENT STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Permanent Staff, effective 1993 04 19, with salary according to the salary schedule:

Gordon Cillis (S)
Leslie Francey (E)

3. PROMOTIONS – Nil

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) (i) That the resignation of D. Paul Babcock, Elementary School Principal, for the purpose of retirement, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

(ii) That the resignations of the following teachers, for the purpose of retirement, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Edward Caskenette (S), 1993 06 30
H. Laverne Howard (E), 1993 10 31
Peter Lindsay (S), 1993 06 30
Carol Neil (E), 1993 06 30

Elizabeth Patrick (E), 1993 06 30

Lois M. Rhodes (S), 1993 06 30

(iii) That the resignation of Isabell Gilbank, Elementary Teacher, for the purpose of retirement, effective 1993 06 30, be accepted with regret.

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Mary Frankum (S), 1993 04 26 to 1993 10 29

Erin Gibson (S), 1993 03 29 to 1993 10 01

Lynette Gossen (E), 1993 03 01 to 1993 08 31

Etta Hertzberg (S), 1993 01 29 to 1993 08 31

Heather Lewis (S), 1993 04 12 to 1993 08 31

Darlene Pryde-Baker (E), 1993 03 22 to 1993 09 24

Valerie Reynolds (S), 1993 03 23 to 1993 08 31

Barbara Yarwood (E), 1993 09 01 to 1994 08 31

Leave of Absence – Date Change

(a) That the effective date of the Leave of Absence granted to Stacey Avery (Educational Assistant, Educational and Lunchroom Assistant Staff) at a previous meeting be changed to 1993 01 25 to 1993 03 01.

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Joan Berberian (E), 1993 09 01 to 1994 08 31

Elysia Dywan (S), 1993 09 01 to 1994 08 31

Linda Schultz (E), 1993 09 01 to 1994 08 31

Elizabeth Visentin (E), 1993 03 08 to 1993 04 02

Evelyn Wilkie (S), 1993 03 15 to 1993 07 16

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown, with salary according to the salary schedule:

Beryl Burgoyne (S), 1993 09 01

Louise Creaghan (S), 1993 09 01

Sharon Dempsey (S), 1993 09 01

Victoria Goettler (E), 1993 09 01 (.5)

Karen Koop (E), 1993 09 01
Lori Kyle (E), 1993 03 15
Beverley Rea (E), 1993 09 01
Madeleine Tassy-Gall (E), 1993 09 01

(b) That Tracy Trifunski (Secretary, Secondary School Clerical and Secretarial Staff) be returned from a Leave of Absence, effective 1993 02 01.

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown with salary according to the salary schedule:

Shirley Aslanian-Schultz (E), 1992 12 03 to further notice (.5)
Stephen Bell (S), 1993 02 01 to 1993 06 29
Vernelle Buller (E), 1993 02 01 to further notice (.8)
Florence Crozier (E), 1993 02 19 to further notice
Catherine Drinan (E), 1993 01 25 to further notice
Maureen Dwyer (S), 1993 02 01 to further notice
Blaine Gallant (S), 1993 02 08 to further notice
Lucy Hannaford (S), 1993 02 16 to further notice
Thomas Horne (E), 1992 11 30 to 1993 03 30
Barbara Jarrett (S), 1993 01 04 to further notice
Brenda McLaren (E), 1993 02 01 to further notice
Ronald Mills (S), 1993 02 01 to 1993 04 29
Dawn Sawford (E), 1993 01 04 to 1993 03 12
Kendyll Woodman (E), 1993 01 05 to further notice

10. OTHERS

(a) We regret to announce the death of Zolton Szombathy, teacher, on 1993 03 08.

Respectfully submitted

Board Room
1993 03 11

B. ALLEN
Chairman Pro Tem

ADDENDUM

The following motion was considered at the 1993 03 11 meeting of the Personnel and Organization Committee and was Lost:

ELEMENTARY/SECONDARY

1. That (in the interim) the Full-Time Equivalent of Educational Assistants be increased by 0.5 position to alleviate safety concerns in the Fernwood Park Junior Kindergarten program.

MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 04 05

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgeron, Rogers, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), P. Gillie (Superintendent of Schools – Area 4), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Secretary announced that regrets for being unable to attend this evening's meeting were received from Trustee Lowe.

Moved by Dr. Johnston, seconded by Ms. Orban: That Clause 1. in the General Part of the Report of the Budget Review Committee be adopted.

Trustee Mulholland declared a conflict of interest and stated he would neither debate nor vote on the motion.

Stating that he did not wish to reiterate his comments from the earlier Budget Review Committee meeting about the 0% budget increase, Trustee Hicks requested a recorded vote on all motions to confirm the budget at this Special Meeting of the Board.

The motion was put to a recorded vote and was Carried. Those in favour: Trustees Bishop, Wilson, Mason, Rogers, Darby, Orban, Paquin, Patenaude, Desmarais, Stewart and Johnston; those opposed: Trustees Hill, Allen, Korz, Hicks, Rodgeron and Cunningham.

Moved by Ms. Wilson, seconded by Canon Rogers: That Clause 2. in the General Part of the Report of the Budget Review Committee be adopted.

The motion was Carried with those in favour: Trustees Bishop, Wilson, Mason, Mulholland, Rogers, Darby, Orban, Paquin, Patenaude, Desmarais and Johnston; those opposed: Trustees Hill, Allen, Korz, Hicks, Rodgeron, Stewart and Cunningham.

FRENCH LANGUAGE SECTION

Moved by Mr. Desmarais, seconded by Mr. Paquin: That the Report of the Special Meeting of the French Language Section be adopted.

In response to Trustee Stewart, Mr. Shewfelt reported that the final budget figure for the French Language Section represents a 6.8% increase.

The motion was put to a vote and was Carried.

ELEMENTARY/SECONDARY

Moved by Ms. Orban, seconded by Ms. Mason: That Clause 1. in the Elementary/Secondary Part of the Report of the Budget Review Committee be adopted.

Trustees Allen, Darby, Hill, Rogers and Wilson declared conflicts of interest and stated that they would neither debate nor vote on the motion.

The motion was put to a recorded vote and was Carried. Those in favour: Trustees Bishop, Mason, Mulholland, Orban, Stewart and Johnston; those opposed: Trustees Korz, Hicks, Rodgeron and Cunningham.

Moved by Mrs. Mason, seconded by Mr. Mulholland: That Clause 2. in the Elementary/Secondary Part of the Report of the Budget Review Committee be adopted.

The motion was put to a recorded vote and was Carried. Those in favour: Trustees Bishop, Wilson, Mason, Mulholland, Rogers, Darby, Orban, Stewart and Johnston; those opposed: Trustees Hill, Allen, Korz, Hicks, Rodgeron and Cunningham.

The Chairman thanked the staff responsible for the surplus, terming it good news for the Hamilton public school taxpayers. Noting that the budget represents a modest 2.19% mill rate increase in taxes, she pointed to the mill rate stabilization reserve which will lessen future fluctuations in provincial funding. Citing the Board's focus on better ways of using its resources to maintain the quality of instructional programs, she noted the priority of all levels working together to ensure the education dollars have maximum impact on student learning. Terming the budget to be very responsible and accountable, she acknowledged the real financial stress people in our community are experiencing and assured them that the Board is planning for the future. Miss Cunningham thanked the staff, the Director and trustees for their participation in the budget process this year.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE BUDGET REVIEW COMMITTEE

Present: Trustees S. Hill (Chairman); Allen, Bishop, Darby, Desmarais, Hicks, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgeron, Rogers, Stewart, Wilson and Cunningham.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), G. Rutledge (Controller), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That Lines 1 and 2 of General Business of the 1993 Budget in the amount of \$33,381,441 be approved, and that the Superintendent of Finance and Treasurer be authorized to proceed with the expenditure of funds as detailed therein.

2. That Lines 3 to 20 of General Business of the 1993 Budget in the amount of \$41,494,785 be approved and that the Superintendent of Finance and Treasurer be authorized to proceed with the expenditure of funds as detailed therein.

ELEMENTARY/SECONDARY

1. That Lines 1 and 2 of Elementary/Secondary Business of the 1993 Budget in the amount of \$195,378,620 be approved, and that the Superintendent of Finance and Treasurer be authorized to proceed with the expenditure of funds as detailed therein.

2. That Lines 3 to 20 of Elementary/Secondary Business of the 1993 Budget in the amount of \$12,367,019 be approved and that the Superintendent of Finance and Treasurer be authorized to proceed with the expenditure of funds as detailed therein.

Respectfully submitted

Board Room
1993 04 05

S. HILL
Chairman

**REPORT OF THE
SPECIAL MEETING OF THE
FRENCH LANGUAGE SECTION**

Present: Trustees J. Desmarais (Chairman), Paquin and Patenaude.

Officials Present: D. Goodridge (Director of Education and Secretary), R. Lavoie (Superintendent of Schools, French as a First Language), P. Shewfelt (Superintendent of Finance and Treasurer), G. Rutledge (Controller) and L. Veerman (Budget Manager).

The Section recommends:

1. That Lines 1 and 2 of the 1993 Budget, French Language Section, in the amount of \$2,814,494 be approved and that the Superintendent of Finance and Treasurer be authorized to proceed with the expenditure of funds as detailed therein.

2. That Lines 3 to 20 of the 1993 Budget, French Language Section, in the amount of \$359,226 be approved and that the Superintendent of Finance and Treasurer be authorized to proceed with the expenditure of funds as detailed therein.

Respectfully submitted

JEAN DESMARAIS
Chairman

Committee Room
1993 04 05

MINUTES OF THE
BOARD OF EDUCATION

Board Room
Education Centre
1993 04 15

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgeron, Rogers, Stewart and Wilson.

Officials present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools, Area 1), R. Binns (Superintendent of Schools, Area 3), P. Gillie (Superintendent of Schools, Area 4), R. Lavoie (Superintendent of Schools, French as a First Language), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Chairman displayed a picture presented to her on behalf of the Board at the Hamilton Women Teachers' Annual Awards Dinner in April. Trustee Cunningham thanked the Federation for the picture in honour of its 75th Anniversary and noted that it will be hung in a place of prominence in the Education Centre.

The minutes of the last regular meeting of 1993 03 23 and special meeting of 1993 02 25 were adopted as presented.

The Secretary read a note of thanks for the Board's expression of sympathy from the Szombathy family and reported that the Ministry of Education and Training has written to confirm that the monies for the Transition Years' in-service have been approved in the amount of \$43,900. The Secretary then drew the members' attention to the correspondence attached to the Agendas.

Moved by Mr. Korz: That the resolution requesting support from the Dufferin-Peel Roman Catholic Separate School Board re

improving the quality of indoor air be referred to the Operations Management Committee. Carried.

Trustee Orban spoke to the invitation from the Community Child Abuse Council to the Fourth R on 1993 05 12. This is a Tri-Board initiative which, together with the Federations, the Home and School Council and Community Agencies, has culminated in this event which will target teachers to equip them with some strategies when dealing with confrontations that arise in learning situations. She encouraged the members of the Board to attend the workshop.

The correspondence read by the Secretary and the invitation from the Community Child Abuse Council were received and ordered filed.

Committee Reports were presented as follows:

Development Committee – Mrs. Lowe

Operations Management Committee, regular and special –
Dr. Johnston

Personnel and Organization Committee – Mr. Stewart

Moved by Mrs. Lowe, seconded by Mr. Allen: That the General Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Mr. Hicks: That the General Part of the Report of the Operations Management Committee be adopted.

Trustee Bishop requested that Clause 4. be voted on separately.

Moved in amendment by Mrs. Bishop, seconded by Mrs. Hill: That Clause 4. (a) be amended to move the elementary Professional Development Day from 1994 03 24 to Wednesday, 1994 06 29.

Trustee Bishop noted that parents have voiced their strong objections to a similar arrangement this year whereby a

Professional Development Day was scheduled so close to the March Break and the Easter long weekend. She suggested that the amendment provides an extra planning day at the end of the school year for the staff.

Trustees opposed to the amendment noted that the Home and School Council, while having some involvement and input into the development of the School Year Calendar, has not indicated any concerns with the date of 1993 03 24. In addition, they pointed to the value of using this day as a parent interview day.

Trustees in favour of the amendment recognized the community's concerns with the date recommended by the School Year Calendar Committee. In addition, the necessity of communicating with parents throughout the school year was emphasized rather than on a special day in March. The amendment was viewed as beneficial to parents and to students.

During the discussion, Trustee Wilson drew the members' attention to the request from some parents that consideration be given to scheduling a P.D. day either prior to or immediately following the March Break, noting that she had said she would bring the suggestion before the Board.

The amendment was put to a vote and was Lost.

The Report was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Mr. Darby: That the General Part of the Report of the Personnel and Organization Committee be adopted. Carried.

In pursuance of her Notice of Motion made at the last meeting, it was moved by Ms. Wilson, seconded by Mr. Darby: That the Superintendent of Program provide to the May, 1993 meeting of the Operations Management Committee the specific implementation plans for destreaming for September, 1993. The report to include in detail, with timelines:

- (a) any additional cost or cost savings to the Board,
- (b) the curriculum guidelines that will be used in the Grade 9 program in September, 1993,

- (c) plans for in-service,
- (d) staffing and support personnel needs.

Trustee Wilson stated that she is not against the destreaming concept of the Transition Years. Rather, she is asking for a report which will provide details to address her specific concerns, i.e. has there been adequate in-service for teachers to implement the concept effectively (a province-wide concern), will the needs of students be met, how will the curriculum guidelines be taught to the varying levels within a classroom to reach each level of learner, the impact of the class size on the vocational school student, what evaluation strategies are there for the special needs students.

Trustee Darby concurred that the Transition Years' document has value and acknowledged that destreaming could be one of its benefits. Recalling that he still had questions following last month's trustees' workshop on destreaming, he was seconding this motion in support of the request for specific detailed answers. As a trustee, he is seeking assurance that the Board is ready to implement destreaming for September, 1993.

Trustee Wilson responded to Trustee Hicks that the intent of the motion is to receive information on the specific points outlined and to provide her with the ability to answer, with good conscience, questions about what is going to happen in Grade 9 come September, 1993. She acknowledged that the Board has made its decision on destreaming.

Miss Bond responded to a question from the Chairman that the report the Officials are bringing to the Operations Management Committee meeting in May covers a broader base than destreaming, i.e. implementation for Transition Years for Grades 7, 8, and 9.

Trustees speaking in support of the motion felt there are questions which need to be answered and some vagueness about the destreaming process clarified. In addition, it was noted that a lost motion requesting a report would cause some procedural problems.

Trustee opposed to the motion expressed concern about the impact of the timelines on the officials to provide the detailed information requested.

The motion was put to a vote and was Carried.

Under New Business, it was moved by Mr. Stewart, seconded by Mr. Allen: That, whereas Wednesday, 1993 04 28, has been proclaimed a "Day of Mourning"; whereas the monument to workers injured or killed on the job is directly across the street; whereas the Board of Education for the City of Hamilton is Hamilton's 4th largest employer; be it resolved that the flag at the Education Centre be flown at half mast to show our respect for this day.

The Chairman called for the members' wishes relative to dealing with this item this evening and the required two-thirds majority was received.

The motion was put to a vote and was Carried.

The members were agreed that this motion will "remain on the books" and that it will be the policy of this Board to fly the flag at half mast each year on this date.

FRENCH LANGUAGE SECTION

Presentation of Report – Mr. Desmarais.

Moved by Mr. Desmarais, seconded by Mr. Paquin: That the Report of the French Language Section be adopted. Carried.

ELEMENTARY/SECONDARY

Moved by Dr. Johnston, seconded by Mrs. Rodgeron: That the Elementary/Secondary Part of the Report and Special Report of the Operations Management Committee be adopted.

The Chairman noted that Clause 4 (a) in the Report dated 1993 04 06 was withdrawn at the Special Meeting of the Operations Management Committee on 1993 04 13. The subse-

quent motion on the issue is shown as Clause 1. (a) in the Special Report.

Trustee Mulholland requested that the Report of the Special Meeting of the Operations Management Committee be voted on separately.

Trustee Mulholland recalled the motion adopted at the Budget Review Committee meeting to put money put back into the budget in order to staff Caledon/Crestwood without violating the Collective Agreement. He questioned how the Operations Management Committee could vote contrary to the Board's decision.

The Chairman clarified for Trustee Mulholland that the Board did not change the action taken at they Budget Review meetings as the money for staffing Caledon/Crestwood Schools was not removed.

Trustee Mulholland, contending that the Board is violating a duly passed motion at the Budget Review Committee meetings, challenged the Chairman's ruling. The Superintendent of Finance and Treasurer confirmed for Trustee Mulholland that directions given at Budget Review and subsequently adopted by the Board are followed by staff.

The Chairman called a vote on the challenge to the Chair and it was Lost.

Trustee Mulholland spoke against the Special Report, stating his belief that the Board should live up to the signed Collective Agreement as well as follow the Board's School Closure Policy. He then requested a recorded vote.

Mr. Goodridge confirmed for the members that the Collective Agreement in question expires 1993 08 31; Clause 1. (a) refers to negotiations on next year's Collective Agreement.

At Trustee Mulholland's request, the Secretary read the motion adopted at the 1993 04 05 Budget Review Committee meeting and Board: "That the expenditure estimates of the budget

reflect that Caledon and Crestwood Secondary Vocational Schools continue to be staffed using the present formula, according to Articles 25.33 through 25.38 of the Collective Agreement presently in force between the Board of Education for the City of Hamilton and District 8 of the Ontario Secondary School Teachers' Federation."

When Trustee Stewart indicated he did not perceive any contract violation in Clause 1. (a), Trustee Mulholland explained the intent of his motion at Budget Review was to ensure that Caledon/Crestwood are staffed status quo come September, 1993.

Mr. Goodridge noted that the Officials included Caledon/Crestwood in their report to the Special Meeting of the Operations Management Committee in order to provide the members with the complete overview of the direction Senior Management envisions. The Board should be responsible in clearly identifying for the community that this Board endorses the finest quality educational system we can have for students in vocational schools.

Moved in amendment by Mr. Mulholland, seconded by Mr. Darby: That Clause 1. (a) be deleted from the Report.

Trustee Darby, as seconder of the amendment, stated his support for staffing any school according to the Collective Agreement that is in existence at the time.

Trustees speaking against the amendment, suggested that Clause 1. (a) in the Report of the Special Meeting provides the most flexibility and allows the Board to work with the Federation in order to reach the best possible solution for the two schools. The motion adopted at the Budget Review Committee meetings read by Mr. Goodridge provides funds in the budget to staff according to the present Collective Agreement and does not preclude a contract negotiated to staff otherwise.

Miss Bond responded to a question that the four recommendations in the Report of the Special Meeting represent the whole process rather than a one-step-at-a-time approach.

Trustee Mulholland concluded debate on the amendment by re-emphasizing the intent of the motion at Budget Review was that there be no change in staffing for Caledon/Crestwood for 1993; i.e. status quo.

The amendment was put to a vote and was Lost.

At Trustee Mulholland's request, the Clauses in the Report of the Special Meeting of the Operations Management Committee were voted on separately.

Clause 1. (a) was put to a vote and was Carried.

Trustee Mulholland requested that the votes on the remaining clauses be recorded:

Clause 1. (b) was Carried. Those in favour: Trustees Hill, Bishop, Wilson, Mason, Allen, Rogers, Darby, Rodgeron, Stewart, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Korz, Orban and Hicks.

Clause 1. (c) was Carried. Those in favour: Trustees Hill, Bishop, Wilson, Mason, Allen, Rogers, Darby, Hicks, Rodgeron, Stewart, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Korz and Orban.

Clause 1. (d) was Carried. Those in favour: Trustees Hill, Bishop, Wilson, Mason, Allen, Rogers, Darby, Hicks, Rodgeron, Stewart, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Korz and Orban.

Clauses 2. (a) and (b) were Carried. Those in favour: Trustees Hill, Bishop, Wilson, Mason, Allen, Rogers, Darby, Hicks, Rodgeron, Stewart, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Korz and Orban.

Clauses 3. (a) and (b) were Carried. Those in favour: Trustees Hill, Bishop, Wilson, Mason, Allen, Rogers, Darby, Hicks, Rodgeron, Stewart, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Korz and Orban.

The Report of the Operations Management Committee was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Mr. Korz: That the Elementary/Secondary Part of the Report of the Personnel and Organization Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION SECOND REPORT

Present: Jean Desmarais (Chairman), Trustees Patenaude and Paquin

Officials present: D. Goodridge (Director of Education); R. Lavoie (Superintendent of Schools, French as a First Language); P. Shewfelt (Superintendent of Finance and Treasurer); G. Rutledge (Controller); L. Veerman (Budget Manager) and M. Newman (Budget Analyst).

The French Language Section recommends:

1. That the Report on the 1993 Budget Estimates for the French Language Section be received for information.
2. That the following recommendations of the Director of Education be approved as presented:

A. STAFFING

1. Probationary Staff Appointment(s) – Nil
2. Permanent Staff Appointment(s) – Nil
3. Promotion(s) – Nil
4. Internal Appointment(s) – Nil
5. Timetable Change(s) – Nil
6. Retirement(s) – Nil
7. Leaving Employment – Nil
8. Leave(s)

Leave of Absence

That the request of the following teacher for Leave of Absence, effective as shown, be granted:

Brigitte Fiorino, 1993 07 01 to 1994 01 06

9. Occasional Staff Assignment

That the following teacher be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Brian Hickox, 1993 01 29 to 1993 03 12

B. OTHER

1. That the following trip request be approved:

a) Georges-P.-Vanier, Grade 12, Laurentian University, Sudbury, from 1993 05 06 to 1993 05 07 (Thursday to Friday).

* * * * *

3. That the correspondence from AFCSO (Francophone Association of Ontario School Boards) dated 1993 03 08 re Decision of the Supreme Court of Canada be received for information.

4. That the correspondence from the Lambton County Board of Education dated 1993 01 20 and 26 re "Learn not to Burn" Program be received for information and that the Superintendent of Schools, French as a First Language, follow through in supporting the translation of this program.

5. That the following 1993-94 School Year Calendar for Georges-P.-Vanier be approved as presented:

Georges-P.Vanier Secondary School**Professional Activity Days**

1993 10 22	Curriculum
1994 01 27, 28	Turnaround
1994 05 13	AEFO Day
1994 06 24, 27-30	Year End

6. That the French Language Section meeting of 1993 05 04 be cancelled and tentatively re-scheduled for 1993 04 27.

7. That the report and the request for funds for equipment and program needed for the Technological Studies be received for information and sent to the Ministry of Education for approval.

Respectfully submitted

JEAN DESMARAIS
Chairman

Committee Room
1993 03 30

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE DEUXIEME RAPPORT

Étaient présents: M. Jean Desmarais (président), Mde Marie Patenaude (conseillère scolaire), M. Hubert Paquin (conseiller scolaire)

Administrateur présent: M. D. Goodridge (Directeur de l'éducation); M. R. C. Lavoie (Surintendant des écoles de langue française); M. P. Shewfelt (Surintendant des finances et Trésorier); Mme L. Veerman (Administratrice des finances); M. G. Rutledge (Contrôleur); M. M. Newman (Analyste des budgets)

La Section recommande:

1. que les prévisions budgétaires 1993 de la Section de langue française soient reçus à titre d'information.

2. que les propositions suivantes du Directeur de l'éducation soient approuvées telles que présentées aux membres:

A. DOTATION EN PERSONNEL

1. Nomination(s) du personnel stagiaire – Aucune
2. Nomination(s) du personnel permanent – Aucune
3. Promotion(s) – Aucune
4. Nomination(s) interne(s) – Aucune
5. Changement(s) d'assignation – Aucune
6. Retraite(s) – Aucune
7. Résiliation(s) d'emploi – Aucune
8. Congé(s)

Congé autorisé

Que la demande pour un congé autorisé de l'enseignante ci-dessous mentionnée soit accordée, à partir du 1er juillet 1993 jusqu'au 6 janvier 1994:

Brigitte Fiorino

9. Assignation(s) du personnel suppléant

Que l'enseignant ci-dessous mentionné soit nommé à titre d'enseignant suppléant, à partir du 29 janvier 1993 jusqu'au 12 mars 1993, selon les conditions de l'entente en vigueur:

Brian Hickox

B. AUTRE(S)

1. Que la demande de voyage suivante soit approuvée:

a) Georges-P.-Vanier, 12e année, Université Laurentienne, Sudbury, les 6 et 7 mai 1993 (jeudi et vendredi).

* * * * *

3. que la correspondance de l'AFCO (Association française des conseils scolaires de l'Ontario) en date du 8 mars 1993 [Objet: Décision de la Cours suprême du Canada] soit reçue à titre d'information.

4. que la correspondance du Conseil de l'éducation du comté de Lambton en date du 20 et du 26 janvier 1993. [Objet: Programme "Learn not to Burn"] soit reçue à titre d'information et que Surintendant des écoles de langue française fait suite au dossier en donnant l'appui d'une traduction au programme.

5. que le calendrier scolaire 1993-1994 pour l'École secondaire Georges-P.-Vanier soit approuvé tel que présenté:

Ecole secondaire Georges-P.Vanier**journée pédagogique**

le 22 octobre, 1993	Programmation
le 27 janvier et	
le 28 janvier, 1994	(Turnaround)
le 13 mai, 1994	Journée AEFO
le 24 juin, le 27 juin	
à le 30 juin, 1994	Fin de l'année

6. que la réunion régulière du 4 mai soit remise tentativement au 27 avril 1993.

7. que le rapport et la demande de fonds pour le renouvellement de l'équipement et des programmes en éducation technologique soient reçus à titre d'information et envoyés au ministère de l'Éducation pour approbation.

Respectueusement présenté

Jean Desmarais
président

Salle de comité
le 30 mars 1993

**REPORT OF THE
DEVELOPMENT COMMITTEE
FOURTH REPORT**

Present: Trustees M. Lowe (Chairman), Bishop, Mason, Mulholland, Wilson and Cunningham.

Also Present: Trustees Allen, Hill, Johnston, Korz, Orban, Rodgerson and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following motion be tabled until the Fall pending receipt of the Report of the Retention Committee:

a) That this Board conduct a survey with an instrument approved by this Board to meet the needs of the “at risk” potential drop-out student using the following suggested criteria for student selection:

- a) poor attendance patterns
- b) credit acquisition below expectation

2. That the May meeting of the Development Committee be rescheduled to 1993 05 13, following the Personnel & Organization Committee meeting.

Respectfully submitted

M. LOWE
Chairman

Board Room
1993 04 06

ADDENDA

The following motions were considered at the 1993 04 06 Development Committee meeting and were LOST:

GENERAL

1. That the motion regarding doctrinal credit courses (Clause 2. below) be referred to the Committee to Study Religious Education in Schools.

2. That the executive bodies of the various denominational and religious groups in the City of Hamilton be contacted to determine the interest in the provision of doctrinal credit courses in religious education at the secondary level and the appropriate information be forwarded to them about this issue.

**REPORT OF THE
OPERATIONS MANAGEMENT COMMITTEE
FIFTH REPORT**

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgeron, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hill, Lowe, Mason, Mulholland, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), G. Rutledge (Controller), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendation of the Director of Education be approved:

(a) That up to twelve students, one from each composite secondary school, be permitted to attend a Business Education Student Leadership Conference in Bolton, Ontario, 1993 05 11-12 (Tuesday to Wednesday).

2. That the 1992 Audited Financial Statements for the Board of Education for the City of Hamilton be approved as presented to the members.

3. That the 1992 Audited Financial Statements for the Board of Education for the City of Hamilton Foundation be approved as presented to the members.

4. (a) That the following 1993-1994 School Year Calendar be approved:

ELEMENTARY

School Year - 1993 09 07 to 1994 06 30
(06 29 last day for students)

Professional Activity Days

1993 09 24	In-School Organization/Planning
1993 11 10	In-School Planning/Interface
1993 12 01	Interviewing
1994 01 28	In-School Planning/Interface
1994 02 07	Common System P.A. Day for Program
1994 03 23	Interviewing
1994 05 13	HTF Day
1994 06 02	Interviewing
1994 06 30	Year End

COMPOSITE SECONDARY AND VOCATIONAL SCHOOLS

Semester I - Begins 1993 09 07; Ends 1994 01 26

Semester II - Begins 1994 01 31; Ends 1994 06 23

Professional Activity Days

1994 01 27, 28	Turnaround
1994 02 07	Common System P. A. Day for Program
1994 04 29	OSSTF Day
1994 06 24, 27-30	Year End

Note:

1993 12 20-31 - Christmas Break

1994 03 14-18 - Mid-Winter Break

(b) That the following 1993-1994 Holiday Schedule for Secondary School Offices and Education Centre be approved:

Monday, September 6, 1993 – Labour Day
 Monday, October 11, 1993 – Thanksgiving Day
 Friday, December 24, 1993 – 12:00 Noon Closing
 Monday, December 27, 1993 – in lieu of Christmas Day
 Tuesday, December 28, 1993 – in lieu of Boxing Day
 Thursday, December 30, 1993 – 12:00 Noon Closing
 Friday, December 31, 1993 – in lieu of New Year's Day
 Friday, April 1, 1994 – Good Friday
 Monday, April 4, 1994 – Easter Monday
 Monday, May 23, 1994 – Victoria Day
 Friday, July 1, 1994 – Canada Day
 Monday, August 1, 1994 – Civic Day

5. That the following recommendations regarding Phase I renovations and addition to Hill Park Secondary School be approved:

(a) That a contract be awarded to Vallee Way General Contractors Ltd. in the amount of \$1,067,860.

(b) That funds be approved in the amount of \$1,300,000 for this project.

(c) That application for final approval be submitted to the Ontario Municipal Board.

(d) That pursuant to the provisions of Part IX, Section 235, subsection 1 of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the firm sum of \$1,300,000 for the renovation and addition to Hill Park Secondary School on East 16th Street in the City of Hamilton and further requests that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment term not to exceed twenty (20) years and that the appropriate By-Law for the said purpose to be passed by the Council of said Regional Municipality.

6. That the research request from the Mayor's Youth Advisory Committee to include three classes of students in each composite secondary school in a study regarding issues of concern to Hamilton young people be approved.

7. That the following motion be referred to the officials for a report:

(a) That the cost of altering the existing single common alarm detection loop into three defined zones, namely the school zone, gymnasium zone, and the recreation centre zone be shared partially or in total with the City of Hamilton. The cost, not to exceed \$4,500.00, involves programming the control's software and installing one additional keypad and additional cable in each of the following Recreation Centres:

Sir Wilfrid Laurier – Sanford – Dalewood – Bennetto

Sir Allan MacNab – Hill Park – Sir Winston Churchill and Westmount

8. That the correspondence from the Huron County Board of Education regarding General Legislative Grants be received for information.

ELEMENTARY/SECONDARY

1. That the report from the officials in response to the presentation by Mr. Panavas regarding the admission of Grade 6 students to Middle School be received for information.

2. That the following motion be tabled:

(a) That a report be brought to the Operations Management Committee between now and June that indicates models for delivery of the Junior Kindergarten program with a ratio of 1:8 (adult to children) in the JK classroom.

3. That the following recommendations of the Director of Education be approved:

(a) That up to 110 students, Grades 6-8 Art, participate in the art studio excursion to Camp Kwasind, Huntsville, 1993 05 30-06 03 (Sunday to Thursday)

(b) That the following trip requests be approved:

(i) Burkholder, Grade 6, Pickering, 1993 05 07 (Friday)

(ii) Dalewood, Grade 6, Canterbury Hills, 1993 05 31-06 01 (Monday to Tuesday)

(iii) Dalewood, Grade 6, Canterbury Hills, 1993 06 02-03 (Wednesday to Thursday)

(iv) G. L. Armstrong, Grades 6-8, Camp Wanakita, 1993 05 26-29 (Wednesday to Saturday)

(v) G. L. Armstrong, Grade 7, Midland, 1993 06 10-11 (Thursday to Friday)

(vi) Linden Park, Grades 4-5, Orangeville (Teen Ranch), 1993 05 27-28 (Thursday to Friday)

(vii) Sanford Avenue, Grade 5, Canterbury Hills, 1993 05 19-20 (Wednesday to Thursday)

(viii) Westwood, Grades 4-5 Gifted, Niagara Falls, Ontario, 1993 06 16-17 (Wednesday to Thursday)

(ix) Scott Park, Grades 9-OAC, Choral Music, Grand Bend, 1993 05 26 Wednesday)

(x) Westmount, Grades 11-OAC, Jazz Band – National Festival, Edmonton Alberta, 1993 05 13-17 (Thursday to Monday)

Clause 4. (a) lifted from the table at the 1993 04 13 Special O.M.C. and withdrawn.

4. That the following motion be tabled for discussion at a Special Operations Management Committee meeting to be called in the very near future for this particular purpose:

(a) That Ainslie Wood, Crestwood, Caledon and Parkview Vocational Secondary Schools be considered for closure, effective September, 1994.

5. That the following report of the Special Education Advisory Committee be approved:

(a) That the Presentation regarding Early Identification Process be received for information and that SEAC expresses its appreciation and full support for the Early Identification Program, including any program modifications needed for the individual student.

6. That the departments of Research and Psychological Services prepare a report on the Canadian Achievement Test, outlining:

(a) historical practise, current usage of system testing in relation to system and classroom application

(b) the viability of annual, system-wide recording of C.A.T. reading and math scores on report cards issued to Grades 3, 6 and 9.

(c) that the report be submitted in the Fall of 1993.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 04 06

ADDENDA

The following motions were considered at the 1993 04 06 Operations Management Committee meeting and were LOST:

GENERAL

1. (a) That the 1994 03 23 Professional Activity Day be deleted from the 1993-1994 School Year Calendar and only eight Professional Activity Days be reflected in the Elementary Section.

(b) That the School Year Calendar Committee reconsider the placement of the 1994 03 23 Professional Activity day and submit a revised report prior to the April Board meeting.

ELEMENTARY/SECONDARY

1. That the officials prepare a report indicating:

(a) which Junior Kindergarten classes have had Educational Assistants removed as a result of our new policy dealing with allocation of Educational Assistants

(b) how many children are in each class presently

(c) implications of these changes from viewpoint of teachers and parents

(d) creative and resourceful solutions which schools have discovered due to the reduction in allocation of Educational Assistants.

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
FIFTH REPORT**

Present: Trustees R. Stewart (Chairman), Darby, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Mason and Mulholland.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2) and P. Gillie (Superintendent of Schools – Area 4)

The Committee recommends:

GENERAL

1. That the following recommendations in the Report on the Role of Staffing Co-ordinator – Academic be approved:

(a) That this interim report be received for information.

(b) That a more detailed report be received by 1993 06 30 as part of the Director's organizational plan.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS

(a) That Lorna Johnson be appointed to the position of Cook (Caretaking and Maintenance Staff), effective 1993 04 01, with salary according to the salary schedule. (Replacement)

4. INTERNAL APPOINTMENTS

(a) That Euphemia Reynolds be appointed to the position of Cook (Caretaking and Maintenance Staff), effective 1993 04 01, with salary according to the salary schedule. (Replacement)

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) That the effective date of the resignation of William Oja for the purpose of retirement from the position of Buyer (Clerical and Technical Staff) approved at a previous meeting be changed to 1993 05 01.

7. LEAVING EMPLOYMENT – Nil**8. LEAVES****Leave Extension**

(a) That the request of Catherine Paonessa (Clerk, Clerical and Technical Staff) for an extension of a Leave of Absence, effective 1993 03 29 to 1993 09 10, be granted.

Return from Leave of Absence

(a) That Tina Robinson (Training Assistant, Clerical and Technical Staff) be returned from a Leave of Absence, effective 1993 05 03.

9. OCCASIONAL STAFF APPOINTMENTS – Nil**10. OTHERS** – Nil

* * * * *

3. That the Staffing Report – Full Time Equivalent Positions be received for information.

4. That the Report on Supply Teachers be received for information.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Probationary Staff, effective 1993 04 19, with salary according to the salary schedule:

Jacqueline Farrington (E)
Donna Fortman (E)
(Replacements)

2. PERMANENT STAFF APPOINTMENTS**Confirmations**

(a) That the following teachers be confirmed in the positions stated, effective as shown, with salary according to the salary schedule:

Paul Brown (S) (Assistant Head of Department – Technical), 1992 09 01
Sebastian Cino (S) (Assistant Head of Department – Guidance), 1992 09 01
Charlotte Crouch (S) (Assistant Head of Department – English), 1992 09 01
Barbara Dabbs (S) (Assistant Head of Department – Business), 1992 02 01
William Holinaty (S) (Head of Department – Music), 1992 09 01
Sandra Holmes (S) (Head of Department – Physical and Health Education), 1992 09 01
Barbara Jantzi (S) (Head of Department – Business), 1992 09 01
Dorothy Jolliffe (S) (Head of Department – Geography), 1992 09 01
Arthur Joosse (S) (Head of Department – Guidance), 1992 09 01
Sylvia Lennon (S) (Assistant Head of Department – Guidance), 1992 09 01
Janis Leyzer (S) (Head of Department – Physical and Health Education), 1992 09 01
Christine McCulloch (S) (Secondary School Vice-Principal), 1992 09 01
Ann Pocq (S) (Head of Department – Family Studies), 1992 02 01
Lloyd Rush (S) (Assistant Head of Department – Technical), 1992 09 01
Kristina Stasiulis (S) (Assistant Head of Department – Business), 1992 09 01
Kasturie Surat (S) (Assistant Head of Department – EASL), 1992 09 01
Stanley Symboluk (S) (Head of Department – Technical), 1992 09 01
Franz Weresch (S) (Head of Department – Technical), 1992 09 01
Claire Wright (S) (Assistant Head of Department – Academic), 1992 09 01

3. PROMOTIONS

(a) (i) That Lauren Tindall be appointed to the position of Principal of an Elementary School, on a temporary basis, effective 1993 05 03 to 1993 06 30, with salary according to the salary schedule.

(ii) That Robert Russ be appointed to the position of Acting Vice-Principal of an Elementary School, effective 1993 05 03, with salary according to the salary schedule.

(Replacements)

(b) That Gayle de Jager be appointed to the position of Second Secretary, Area 3 Office – Grade 6 (Clerical and Technical Staff), effective 1993 03 22, with salary according to the salary schedule.

(Replacement)

4. INTERNAL APPOINTMENTS

(a) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Marjorie Bowker (Second Secretary, Elementary Schools – Grade 4, Clerical and Technical Staff), 1993 03 22 (.6)

Patricia Stones (Second Secretary, Elementary Schools – Grade 4, Clerical and Technical Staff), 1993 03 22

Kim Taylor (Bookstore/Accounts Secretary, Secondary School – Level 3, Secondary School Clerical and Secretarial Staff), 1993 04 05

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) (i) That the resignations of the following teachers, for the purpose of retirement, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid:

Douglas Brown (E)

Robert McIvor (S)

Elvira Peterson (S)

David Renfrew (S)

Margaret Sanders (E)

Stanley Symboluk (S)

(ii) That the resignation of Christine Wallace-Brown (E) for the purpose of retirement, effective 1993 06 30, be accepted with regret.

7. LEAVING EMPLOYMENT

(a) That the date for the following teacher to leave the employ of the Board be approved:

Paula Griffin (S), 1993 08 31

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Ann Afinec (E), 1993 09 01 to 1994 08 31
Janice Boose (E) (E), 1993 04 19 to 1993 12 10
Timothy Chatterton (S), 1993 09 01 to 1994 01 31
Kim Compton (E), 1993 06 07 to 1993 12 10
Linda Rempel (E), 1993 05 11 to 1993 09 06
Paula Scott (S), 1993 07 01 to 1993 12 22
Christine Tate (E), 1993 05 10 to 1993 11 30

(b) That the request of June Byrne (Educational Assistant, Educational and Lunchroom Assistant Staff) for a Leave of Absence, effective 1993 03 01 to 1993 06 30 (half time), be granted.

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Gail Andrews (E), 1993 09 01
Julie Capretta (E), 1993 09 01 to 1994 08 31
Jane DeRoo (E), 1993 09 01 to 1994 08 31
Frances Figge (E), 1993 09 01 to 1994 08 31
Judith Haskell (E), 1993 04 09 to 1993 08 31
Teresa Katerberg (E), 1993 09 01 to 1994 08 31
Julie Marshman MacCuish (E), 1993 09 01 to 1994 08 31
Colleen McIntyre deSouza (E), 1993 09 01 to 1994 08 31
Marilyn Murray (E), 1993 04 19 to 1993 05 28
Mark Strobl (S), 1993 09 01 to 1994 08 31
Donna Talbot (E), 1993 09 01 to 1994 08 31
Catherine Van Oene (E), 1993 09 01 to 1994 08 31
Paula Walker (E), 1993 03 22 to 1994 08 31
Kathryn Weber (E), 1993 09 01 to 1994 08 31
Katherine Yantzi (E), 1993 09 01 to 1993 12 31

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown:

Catherine Alchin (S), 1993 09 01
Kathryn Archer (E), 1993 09 01
Laurie Behr (E), 1993 03 22
Madiha Dokainish (S), 1993 09 01
Linda Evans (S), 1993 09 01
Cynthia Grau (E), 1993 03 29 (.5)
Karen Hahn (E), 1993 09 01
Constance Hall (S), 1993 05 03
Patricia Hutchinson (E), 1993 09 01

Diane Jones (E), 1993 09 01
Debora Ligas (E), 1993 03 29
Giselle Maerz (E), 1993 09 01
Marilyn Murray (E), 1993 05 31
Gary Nolan (S), 1993 09 01
Louise Quinn (E), 1993 03 29
Cornelia Schuster (E), 1993 03 01
Joanne Sinclair (S), 1993 09 01
Roger Snowling (S), 1993 09 01
Marjorie Steele (E), 1993 09 01
Madeleine Tanglao-Dwyer (E), 1993 05 03
Fiona Valiquette (E), 1993 09 01
Elizabeth Visentin (E), 1993 04 05
Dorothy White (S), 1993 09 01
Evelyn Wilkie (S), 1993 09 01

(b) That the following staff be returned from their Leaves of Absence, effective as shown:

Judy Dalmer (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 04 12
Anja Mennaman (Social Worker, Professional Student Services Personnel), 1993 05 03

Leave of Absence – Date Change

(a) That the effective dates of the Leave of Absence granted to Valerie Reynolds (S) at a previous meeting be changed to 1993 03 05 to 1993 08 31.

(b) That the effective dates of the Leaves of Absence granted to the following staff at previous meetings be changed as shown:

Sharon Bachuk (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 02 01 to 1993 03 12 (full time) and 1993 03 15 to 1993 06 30 (half time).

Tracy Trifunski (Secretary, Secondary School Clerical and Secretarial Staff), 1992 06 29 to 1993 01 29.

2. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown with salary according to the salary schedule:

Cheri Adams (S), 1993 03 01 to 1993 04 02
Anthony Black (S), 1993 03 01 to further notice

Barbara Brawn (E), 1993 02 15 to further notice
Virginia Brisbin (S), 1993 01 28 to further notice (.5)
Andrea Chafe (E), 1993 02 09 to further notice (.5)
Lidia Coles (E), 1993 04 05 to 1993 10 10
Robert Cooke (S), 1993 03 05 to 1993 06 29
Geoffrey Coombs (S), 1993 03 22 to further notice
Victoria Coughlan (E), 1993 03 29 to 1993 06 29 (.5)
Sonia D'Aurelio (E), 1993 04 01 to 1993 06 29
Joseph DiDonato (S), 1993 02 17 to 1993 03 12
1993 03 22 to further notice
June Fiddes (E), 1993 03 01 to 1993 03 26
William Gemmill (E), 1993 01 04 to further notice
Lois Giacinti (E), 1993 04 13 to 1993 06 29
Leigh-Ann Gower (E), 1993 02 22 to 1993 03 26 (.5)
Victoria Harrison (S), 1993 03 29 to 1993 06 29 (2/3)
Susan Knight (E), 1993 02 04 to 1993 03 12
Karen Maertins (S), 1993 02 01 to 1993 06 29
Deanna MacKinnon (E), 1993 03 05 to further notice
Dorina Male (E), 1992 11 01 to 1993 05 03
Julie Marshman-MacCuish (S), 1993 04 26 to 1993 06 29 (.5)
Anita Mohar (S), 1993 03 22 to further notice
Mark Moses (S), 1993 02 01 to further notice
Sharon Paterson (E), 1993 02 15 to further notice
Linda Potocic (S), 1993 02 18 further notice
Judith Rouleau (E), 1993 02 08 to 1993 05 31
Patricia Sally (E), 1993 02 15 to 1993 06 29 (.3)
Nadine Sands (E), 1992 11 02 to 1992 11 30
1993 03 01 to 1993 06 29
Adele Schiedel (S), 1993 01 29 to 1993 06 29
E. Kathy Trikoupis (S), 1993 02 01 to further notice
Catherine Webster (E), 1993 03 22 to 1993 06 29 (.5)

10. OTHERS – Nil

* * * * *

2. That the following requests for "Four over Five" Plan be approved:

(a) That approval be granted for the request of Todd Kirby (S) for a Leave of Absence under the Salary Holdback Plan ("Four Over Five") of the Collective Agreement, effective 1998 02 01 to 1998 06 30 (2nd Sem., 1997-98 School Year).

(b) That the effective dates for the Leaves of Absence under the Salary Holdback Plan ("Four Over Five") of the Collective Agreement granted to the following teachers at previous meetings be changed as shown:

David Donat (S), 1994 09 01 to 1995 06 30 (1994-95 School Year)

David Phillips (E), 1993 09 01 to 1994 06 30 (1993-94 School Year)

(c) That the Board rescind the Leave of Absence granted at a previous meeting to Doreen Johnston (E) and approve her request to withdraw from the Salary Holdback Plan ("Four Over Five"), effective 1995 09 01 to 1996 06 30 (1995-96 School Year).

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 04 08

**REPORT OF THE
SPECIAL MEETING OF THE
OPERATIONS MANAGEMENT COMMITTEE**

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgeron, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Hill, Mason, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), N. Nicholls (Superintendent of Schools – Area 2), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

ELEMENTARY/SECONDARY

1. That the following recommendations in the Report regarding the Future of Vocational and Technological Skills Education for Hamilton be approved:

(a) That Caledon and Crestwood Vocational Schools be declared one school effective September 1993*.

*Note: Staffing for this school to be negotiated under the Collective Agreement.

(b) That Ainslie Wood Vocational School be considered for closure, effective September 1994.

(c) That Crestwood Vocational School be considered for closure, effective September 1994.

(d) That a co-educational Skills and Technology Centre at the Caledon site be initiated, effective September 1994, subject to budget approval.

2. That, under the Policy for Consolidation of School Accommodation, Secondary Schools (Vocational), Section (iv) be added to state:

(a) That with reference to Caledon and Crestwood Vocational Schools, public presentations be invited at an open meeting in May 1993 and (b) Board decision be made in June 1993 for implementation in September 1993.

3. That the School Closure Policy of the Hamilton Board of Education be suspended to deal with the present situation with reference to Ainslie Wood and Crestwood Vocational Schools:

(a) That public presentations be invited at open meetings by October 1993 and (b) Board decision be made by November 1993 for possible implementation in September 1994.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 04 13

MINUTES OF THE SPECIAL IN-CAMERA MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 04 28

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Desmarais, Hicks, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Rodgerson, Rogers and Stewart.

Officials present: D. W. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), M. Quinn (Superintendent of Schools, Area 1), N. Nicholls (Superintendent of Schools, Area 2), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Hill, Darby and Wilson.

Trustees Rogers and Allen each declared a conflict of interest and left the room for discussion on the item pertaining to their conflict.

GENERAL

Moved by Dr. Johnston: That the Director's verbal report on the "Social Contract" be received for information. Carried.

It was agreed that the verbal Report regarding the Reinstatement of William Turnbull, Assistant Caretaker, including the following recommendation, be received as information:

(a) That, in accordance with the Arbitration Award dated 1992 10 27, William Turnbull be reinstated in employment as a Fireman, Plant Department, effective 1992 10 27.

Other Action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The meeting then adjourned.

7 Adopted as presented.

.....
Chairman

MINUTES OF THE SPECIAL IN-CAMERA MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 05 17

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Mason, Mulholland, Orban, Patenaude, Rodgerson, Rogers and Wilson.

Officials present: D. W. Goodridge (Director of Education and Secretary) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Paquin, Stewart and Lowe.

Noting that the Chairman of the Board was not able to be present at the beginning of this meeting, the Secretary called for nominations for Chairman Pro Tem.

Moved by Dr. Johnston: That Trustee Hill be Chairman Pro Tem. Carried.

Trustee Hill assumed the Chair.

GENERAL

Moved by Mr. Desmarais, seconded by Ms. Patenaude: That this Special In-camera Meeting of the Board resolve into a Committee-of-the-Whole. Carried.

The Director presented an overview on his Report on "Restructuring – Stage I".

Following debate, it was moved by Mr. Darby: That following recommendations in the Report from the Director on "Restructuring – Stage I" be approved:

1. That the report "Restructuring – Stage I", dated 1993 05 13, be received.
2. That an Executive Assistant to the Director be hired effective 1993 09 01, on a three year term appointment.
3. That a Superintendent of Human Resources be hired effective 1993 09 01, on a five-year term appointment.
4. That Patricia Gillie be assigned to the task of integrating operational functions across the system, effective 1993 08 01.
5. That Leonard Dixon be assigned as Project Manager, Integrated Information System (IIS), effective 1993 06 01.
6. That Daryl Sage be seconded from Finance to the IIS Project for three months, effective 1993 06 01.
7. That the term of Dave Didur, Co-ordinator of Curriculum Resources and Technologies be completed effective 1993 08 31.
8. That the position of Co-ordinator of Curriculum Resources and Technologies be deleted effective 1993 08 31.
9. That the computer technicians at Briarwood who are currently part of the Curriculum Resources and Technologies staff report to the Manager of Computer Services effective 1993 09 01.

10. That system in-service training currently provided through the Curriculum Resources and Technologies Co-ordinator be reassigned to the Computer Services Department, effective 1993 09 01.

11. That all other current Curriculum Resources and Technologies staff currently at Briarwood continue to report to the Superintendent of Program (i.e. Partners in Action, Media in Education, Computer Consultants and clerical staff).

Moved in amendment by Mr. Allen: That the following recommendation in the Report from the Director on "Restructuring – Stage I" be approved:

12. That a special assignment position for Assessment, Evaluation and Reporting be established, effective 1993 09 01.

Moved in amendment to the amendment by Mr. Korz: That the amendment be tabled until June, 1993. Lost.

The amendment was put to a vote and was Carried.

The motion, as amended, was put to a vote and was Carried.

Moved by Dr. Johnston: That the Committee-of-the-Whole now be dissolved and return to the Special In-camera Meeting of the Board. Carried.

Chairman Cunningham assumed the Chair.

Moved by Mrs. Hill, seconded by Mrs. Bishop: That the Report of the Committee-of-the-Whole be adopted. Carried.

The meeting then adjourned.
Adopted as presented.

.....
Chairman

MINUTES OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 05 20

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgerson, Rogers and Wilson.

Officials present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools, Area 1), N. Nicholls (Superintendent of Schools, Area 2), R. Binns (Superintendent of Schools, Area 3), P. Gillie (Superintendent of Schools, Area 4), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Board met in an in-camera session prior to the public meeting. Action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The public meeting convened at 21:00 hours with the Chairman apologizing for the delay in starting the public session.

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Lowe and Stewart.

The Chairman, on behalf of the Board, presented Leslie R. John, a teacher at W. H. Ballard School, with a certificate in recognition of his receiving the Design and Technology

Teachers' of Ontario highest award, the D. W. Gordon Award, given for significant contribution to technological education, both locally and in the Province.

The Chairman then called on Neville Nunes, Consultant, English as a Second Language/English as a Second Dialect Programs, who reported on the recent activities of the International Underground Railroad Tours organized by the Buffalo and Hamilton Boards of Education. He then presented the Chairman with a plaque which was presented to him at the activities recently held in Buffalo, New York.

The Chairman thanked Mr. Nunes for his work on and dedication to the Underground Railroad project.

The Chairman called on Superintendent Quinn who introduced Judy Orr from the Rotary Club. After Mr. Quinn explained the Rotary Club's efforts resulting from their Task Force on Child Poverty, Ms. Orr presented the Chairman with a cheque for \$10,000 in support of the identified projects at four Compensatory Schools in Hamilton.

The Chairman expressed the Board's sincere appreciation to the Rotary Club for the this generous contribution and Mr. Quinn for his efforts on behalf of the students.

At the Chairman's request, the members agreed to deal with the correspondence from the SEEDS Foundation, under Elementary/Secondary on the Agenda, relative to the Green School Banners. Chairman Cunningham then presented Dave Staples, Principal at Glen Brae Middle School, and Leah Schwenger, from Sir Wilfrid Laurier School, with certificates for their respective schools in recognition that their schools have achieved the status of Environmental Green School and are the recipients of a "Green School Banner" from the SEEDS Foundation.

The minutes of the last regular meeting of 1993 04 15 and special meeting of 1993 04 05 were adopted as presented.

The Secretary read notes of thanks for the Board's expression of sympathy from Lynn Hachmann and for the Board's financial assistance to attend the Terry Fox Youth Centre, Ottawa from Kim McWhinnie. Mr. Goodridge then read the response from Education and Training Minister Cooke, confirming that the monies for the Board's Transition Years' In-service have been approved and will be provided. He then drew the members' attention to the remaining correspondence attached to the agendas.

The correspondence read by Mr. Goodridge and the resolution from the Stormont, Dundas and Glengarry County Roman Catholic Separate School Board regarding a legislative amendment to Bill 100 and other Acts governing negotiations and working conditions were received and ordered filed.

Moved by Mr. Korz, seconded by Mrs. Rodgeron: (a) That the resolution from the Scarborough Board of Education regarding reducing gratuitous violence in the media be endorsed, and

(b) That the offer from B. Powell (Mothers Who Care) regarding the placing of the video "Jesus" in school libraries be accepted.

During the deliberations on Clause (b), Dr. Johnston indicated that having viewed the video, he would describe 90% of the video as excellent in its Biblical content. However, he cautioned that the final 10 minutes would prevent the Board's endorsement of the video as it represents a theological appeal for conversion to the Christian faith, adding that such would be contrary to the ruling of the Supreme Court.

Trustee Korz, in speaking to his motion, countered that placing a copy of the video, which is based on the Bible, in the school library for voluntary borrowing by students was not contrary to the Ministry's direction.

Following debate during which trustees expressed both pro and con views on the motion, it was moved in amendment by Mr. Desmarais, seconded Mrs. Hill: That Clause (b) be referred to the staff "Selection Process Committee" for a recommendation.

Miss Bond confirmed that, as a result of the Accountability Action Team report, a Committee is examining the policy for selecting various learning materials.

Prior to calling a vote on the amendment, the members agreed with the Chairman's suggestion that the matter be referred to the Director for referral to the "Selection Process Committee" when its policies and procedures are in place. The amendment was subsequently Carried.

The motion, as amended, was Carried.

Trustee Mulholland gave notice that he will move or cause to be moved at the next regular meeting of the Board or special meeting called for that purpose the following motion:

"WHEREAS the position of Chairperson of the Board is a reflection of the character of the Board; and

WHEREAS that character is a mosaic of varied cultures and beliefs; and

WHEREAS it is democratically correct to provide an equal opportunity for every member to assume the role of Chairperson of the Board;

BE IT RESOLVED THEREFORE that the appointment of the Chairperson of the Board be for a one year term, and be it further resolved that a notice of intent to apply for the position of Chairperson be in writing and presented to the Secretary of the Board ten days prior to the Caucus held for the purpose of selecting Chairpersons.

The criteria for the appointment of Chairperson would be:

- a) First time appointment
- b) Length of service as a trustee on the Hamilton Board of Education."

Committee Reports were presented as follows:
Development Committee – Ms. Wilson
Operations Management Committee, regular and special –
Dr. Johnston
Personnel and Organization Committee – Mrs. Hill
Salary Committee – Mrs. Hill

Moved by Ms. Wilson, seconded by Mrs. Mason: That the General Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Mr. Paquin: That the General Part of the Report and Special Report of the Operations Management Committee be adopted. Carried.

Moved by Mrs. Hill, seconded by Ms. Patenaude: That the General Part of the Report of the Personnel and Organization Committee be adopted. Carried.

Moved by Mrs. Hill, seconded by Mr. Korz: That the General Part of the Report of the Salary Committee be adopted.

Noting that the Salary Committee is recommending the ratification of the Memorandum of Agreement reached with O.P.E.I.U., Local 527, Trustee Hill reported that the terms and conditions of the report will not be made public until ratified by the Union membership.

The motion was put to a vote and was Carried.

Under New Business, Trustee Hicks asked that Mr. Shewfelt provide an update on the financial ramifications of the Ontario Treasurer's report which was released yesterday.

Mr. Shewfelt, emphasizing that he has not received any official information, indicated that, based on information provided through the media, it would appear that an 8% sales tax applied to the Board's insurance premiums on extended health plans, group life insurance and dental plans, effective 1993 06 30, will result in an impact of an additional one-third million dollars per year.

Trustee Hicks commented that he has serious concerns about what the final direction of the Provincial Government will be and the severe financial problems the Board could be facing.

At the Chairman's request, the Director, while concurring that no official information has been received and emphasizing the word "estimate", offered that this Board could be facing a short-fall of \$11,720,975.

FRENCH LANGUAGE SECTION

Presentation of Report – Mr. Desmarais.

Moved by Mr. Desmarais, seconded by Mr. Paquin: That the Report of the French Language Section be adopted. Carried.

ELEMENTARY/SECONDARY

Mr. Goodridge noted that the SEEDS Foundation has announced that A. M. Cunningham and Hess Street Schools have each received the "Environmental Bronze School certificate".

In receiving and ordering this correspondence filed, it was noted that a letter of congratulations to staff and students at each school will be sent on behalf of the Board.

Moved by Dr. Johnston, seconded by Canon Rogers: That the Elementary/Secondary Part of the Report and Special Report of the Operations Management Committee be adopted. Carried.

Moved by Mrs. Hill, seconded by Ms. Orban: That the Elementary/Secondary Part of the Report of the Personnel and Organization Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION THIRD REPORT

Present: Trustee Jean Desmarais (Chairman), Trustee Paquin

Official present: R. Lavoie (Superintendent of Schools, French as a First Language).

The French Language Section recommends:

1. That the following recommendations of the Director of Education be approved as presented:

A. STAFFING

1. Probationary Staff Appointments – Nil
2. Permanent Staff Appointments – Nil
3. Promotions – Nil
4. Internal Appointments – Nil
5. Timetable Changes – Nil
6. Retirements – Nil
7. Leaving Employment – Nil
8. Leaves

Return from Leave of Absence

That the following teachers be returned from their Leaves of absence and assigned teaching duties, effective 1993 09 01, with salary according to the salary schedule:

Noël Lauzon
Sara Weedon-MacDonald

Leave Extension

That the request of Josée Lapierre (Curriculum Consultant) for an extension of her Leave of Absence, effective 1993 09 01 to 1994 08 31, be granted.

9. Occasional Staff Assignments – Nil

B. OTHER

That the following trip requests be approved:

a) Georges-P.-Vanier, Grades 9 to OAC, Penetanguishene, from 1993 05 07 to 1993 05 08 (Friday to Saturday).

b) Georges-P.-Vanier, Grades 9 to OAC, Christie Conservation Area, 1993 05 21 or 1993 06 04 (Friday).

* * * * *

2. That approval be granted for the request of Alan Boyd for a Leave of Absence under the Salary Holdback Plan ("Four Over Five") of the AEFO Collective Agreement, for the second semester of the 1997-1998 school year, effective 1998 02 01.

3. That the correspondence from the Halton Roman Catholic School Board dated 1993 04 14 re Franco-Fun Jeunesse 1993 be received for information.

4. That the correspondence from the Dufferin Peel Roman Catholic Separate School Board dated 1993 04 05 re Transition Assistance Fund be received for information.

5. That the correspondence from the Ministry of Education dated 1993 03 15 re Transition Assistance Fund be received for information.

6. That the correspondence from the Ministry of Education dated 1993 03 26 re Summary of the Professional Development Programs for Teachers of OAC be received for information.

7. That the correspondence from AFCSO (Francophone Association of Ontario School Board Trustees) dated 1993 03 re Propositions and Amendments for the General Annual Assembly be received for information.

8. That the Message from the Ministry dated 1993 04 23 re Governance of French Language Education be received for information.

9. That the report on the Annual Review of Special Education Programs and Services be accepted and sent to the Ministry of Education.

Respectfully submitted

Jean Desmarais
Chairman

Committee Room
1993 04 27

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE TROISIEME RAPPORT

Étaient présents: M. Jean Desmarais (président); M. Hubert Paquin (conseiller scolaire)

Administrateur présent: M. R. C. Lavoie (Surintendant des écoles de langue française)

La Section recommande:

1. que les propositions suivantes du Directeur de l'éducation soient approuvées telles que présentées aux membres:

A. DOTATION EN PERSONNEL

1. Nominations du personnel stagiaire – Aucune

2. Nominations du personnel permanent – Aucune

3. Promotions – Aucune

4. Nominations internes – Aucune

5. Changements d'assignation – Aucune

6. Retraites – Aucune

7. Résiliations d'emploi – Aucune

8. Congés

Retour de congé autorisé

Que les enseignant(e)s ci-dessous mentionné(e)s qui reviennent d'un congé autorisé soient affecté(e)s à leurs responsabilités, à partir du 1er septembre 1993 selon les conditions de l'entente en vigueur:

Noël Lauzon

Sara Weedon-MacDonald

Prolongation d'un congé autorisé

Que la demande de Josée Lapierre (Conseillère en programmation) de prolonger son congé autorisé, à partir du 1er septembre 1993 jusqu'au 31 août 1994, soit accordée.

9. Assignations du personnel suppléant – Aucun

B. AUTRES

Que les demandes de voyages suivantes soient approuvées:

a) Georges-P.-Vanier, 9e au CPO, Penetanguishene, les 7 et 8 mai 1993 (vendredi et samedi).

b) Georges-P.-Vanier, 9e au CPO, Christie Conservation Area, le 21 mai ou le 4 juin 1993 (vendredi).

* * * * *

2. Que la demande de Alan Boyd, pour un congé autorisé en vertu du Régime de retenue de la paye (4/5) de l'entente collective de l'AEFO, pour le deuxième semestre de l'année scolaire 1997-1998, à partir du 1er février 1998, soit accordée.

3. que la correspondance du Conseil des écoles catholiques de Halton en date du 14 avril 1993 [Objet: Franco-Fun Jeunesse 1993] soit reçue à titre d'information.

4. que la correspondance du Conseil des écoles séparées catholiques romaines de Dufferin et Peel en date du 5 avril 1993 [Objet: Fonds d'aide transitoire] soit reçue à titre d'information.

5. que la correspondance du Ministère de l'éducation en date du 15 mars 1993 [Objet: Fonds d'aide transitoire] soit reçue à titre d'information.

6. que la correspondance du ministère de l'Éducation en date du 26 mars 1993. [Objet: Bilan du programme de perfectionnement des enseignantes et des enseignants des CPO] soit reçue à titre d'information.

7. que la correspondance de l'AFCSO (Association francophone des Conseils scolaires de l'Ontario) en date du mois de mars [Objet: Propositions de résolutions reçues au Secrétariat avant l'Assemblée générale annuelle] soit reçue à titre d'information.

8. que le message du Ministre de l'Éducation en date du 23 avril 1993 [Objet: Gestion de l'éducation en langue française] soit reçu à titre d'information.

9. que le rapport sur la révision annuelle du plan pour l'enfance en difficulté soit accepté et qu'il soit envoyé au bureau régional du ministère de l'Éducation.

Respectueusement présenté
Jean Desmarais
président

Salle de comité
le 27 avril 1993

REPORT OF THE DEVELOPMENT COMMITTEE FIFTH REPORT

Present: Trustees H. Wilson (Chairman Pro Tem), Bishop, Mason, Mulholland and Cunningham.

Also Present: Trustees Allen, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Paquin and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4) and F. Cooke (Assistant Superintendent of Program).

The Committee recommends:

GENERAL

1. That the Report and Presentations regarding Environmental Education in the Classroom be received for information.

2. That the Presentation from the Hamilton Region Conservation Authority regarding “Greening Your School” be received for information.

3. That the Annual Report on the Tri-Board Family Violence Prevention Project Update be received for information.

4. That the following recommendations in the Report regarding the Organization “Athletes Helping Athletes” be approved:

(a) That the Report be received for information.

(b) That an update be presented in May 1994.

5. That the following Report of the Committee to Study Religious Education in Schools be approved:

(a) That the following draft documents from the Ministry of Education and Training be received for information:

(i) Opening or Closing Exercises

(ii) Education About Religion in Ontario Public Elementary Schools

(b) That the letter from Wilfrid Laurier University regarding courses on religious education be received for information.

(c) That the Hamilton Board of Education send a letter of appreciation to The Synod of the Diocese of Niagara for their concern with Education about Religion in public schools and express the Board's support, in principle, for the Church's resolution regarding Multi-Faith Education About Religion programs.

6. That the Board urge the Minister of Education and Training to authorize the immediate publication and distribution of the following documents:

- (a) Opening or Closing Exercises
- (b) Education About Religion in Ontario Public Elementary Schools

Respectfully submitted
H. WILSON
Chairman Pro Tem

Board Room
1993 05 13

REPORT OF THE OPERATIONS MANAGEMENT COMMITTEE SIXTH REPORT

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgerson, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Hicks, Hill, Mason, Mulholland, Stewart, Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), G. Rutledge (Controller), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Provincial Mathematics Review Status Report be received for information.

2. That the Adult and Continuing Education 1992 Annual Report with Comparative Figures for 1991 be received for information.

3. That the Report regarding the Modified Adult Basic Education Class – Briarwood Adult Learning Centre be received for information and the following recommendations approved:

a) That Modified Adult Basic Education classes continue to be offered where the cost of instruction can be covered.

b) That the organization for the present program be changed to allow:

- . a distinct morning and afternoon class
- . a minimum enrolment of 10 students per class
- . a maximum of 15 hours a week of instruction per student

c) That a committee be struck with community representation to explore the possibilities of partnerships with community agencies, other Boards of Education and Mohawk College in order to develop a continuum of services for students with special needs that would include education, life skills, recreation and work skills training.

d) That an advisory committee for special needs adults be established as a sub-committee of the Continuing Education Advisory Committee to:

- . establish general entry and exit plans
- . establish program outcomes
- . monitor enrolment and program goals

4. That the Report regarding False Alarms at Recreation Centres and Schools be received for information and the following recommendations approved:

a) That no action be taken at this time to alter the design of the security alarm systems in our buildings.

b) That the Superintendent of Plant continue to work with the City of Hamilton in order to ensure that those arming/disarming security systems in recreation centres have been properly trained.

c) That, as directed by the Superintendent of Plant, the Board's Security Company identify the need before the Police Department is requested to respond to an alarm.

5. That the Report regarding the Introduction to the Annual Accommodation Report be received for information.

6. That the Resolution from the Dufferin-Peel Roman Catholic Separate School Board requesting support for its recommendations to the Ministries of Labour, Health and Education and Training regarding improving the quality of, and funding for, indoor air in existing school board buildings (referred by Board – 1993 04 15) be received for information and that no further action be taken.

7. That the following motion be referred to the Child Care Committee:

a) That the following recommendation, adopted by the Board, 1991 03 21, be withdrawn:

“That until the Child Care operating manual is approved, no additional space in Hamilton Board of Education buildings be allocated to child care beyond centres currently in place and centres in the planning stage as of February, 1991.”

8. That the verbal response from the Officials regarding the Purchase of Gifted Education Services for Non-Resident Students be received for information.

9. That the following Report of the Transportation Committee be approved:

a) That the letter from Education Officer M. Aube in response to correspondence sent as per Board motion, 1992 06 30, be received for information.

b) That the correspondence from the City Clerk re City Council's resolution regarding cancellation of transportation for middle school students under 2.4 kilometres be received for information.

c) That the correspondence from the Hamilton Street Railway regarding concerns about changes in the provision of bus service for school students be received for information.

d) That the correspondence from The Lanark Leeds and Grenville County Roman Catholic Separate School Board requesting a change in present Ministry legislation in respect to school buses be received for information.

e) That the resolution from the Stormont, Dundas and Glengarry County Roman Catholic School Board re school bus transportation be received for information.

10. That the following Report of the School Field Trip Committee, dated 1993 05 04, be approved:

a) That the Operating Procedure (OP-19) dated February, 1992, regarding School Trips: Practices and Guidelines, be accepted.

b) That the Hamilton Council of Home and School Associations be sent a copy of OP-19, requesting their input relative to any concerns.

11. That the Report of the School Field Trip Committee, dated 1993 05 11, be referred to the officials to obtain input from the system through the Superintendents of Schools.

12. That the following Report of the Special Education Advisory Committee be approved:

a) That the Program Department's verbal Update regarding Computer Format for Handling Student Information in Special Education be received for information.

ELEMENTARY/SECONDARY

1. That the Report regarding Transition Years and Grade 9 Destreaming be received for information and the following recommendations approved:

a) That the Transition Years Implementation Plan September 1993-June 1997 as outlined in the Report be received for information.

b) That the Procedures developed to accomplish the Transition Years Implementation Plan September 1993 – June 1997 be received for information.

c) That the information provided in response to the 1993 04 15 Board approved motion regarding Planning and Preparation in 1992-93 for Grade 9 Destreaming in September 1993 be received for information.

2. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

- i) Burkholder, Grade 7, Midland, 1993 06 16 (Wednesday)
- (ii) Eastmount Park, Grade 5, Niagara Falls, Ontario, 1993 06 08-09 (Tuesday to Wednesday)
- (iii) Highview, Grade 6, Upper Canada Village, Kingston, 1993 06 09-10 (Wednesday to Thursday)
- (iv) Highview, Grades 7-8, Midland, 1993 06 09-10 (Wednesday to Thursday)
- (v) Memorial, Grades 6-8, Outdoor Education, Camp Wanakita, 1993 06 09-12 (Wednesday to Saturday)
- (vi) Prince of Wales, Grades 7-8,, Outdoor Education, Camp Wanakita, Haliburton, 1993 06 13-16 (Sunday to Wednesday)
- (vii) R. A. Riddell, Grade 7, Outdoor Education, Kilcoo Camp, 1993 09 14-17 (Tuesday to Friday)
- (viii) Viscount Montgomery, Grade 6, Geography, Buckhorn Lake, 1993 06 24-25 (Thursday to Friday)
- (ix) Barton, Grade 11-OAC, Midland, 1993 05 28 (Friday)
- (x) Westdale, Grade 12, Outdoor Education/Environmental Science, Killarney Provincial Park, 1993 05 27-30 (Thursday to Sunday)

3. That the Report regarding Growing Into Language be received for information.

4. That the following Report of the Special Education Advisory Committee be approved:

a) That the Tenth Annual Review, Special Education Report, be approved for submission to the Ministry of Education and Training.

b) That the Board, through the appropriate Committee, provide a plan to address the needs of autistic students in their transition from middle school to secondary school level for the 1994-95 School Year.

Respectfully submitted

Board Room
1993 05 11

J. JOHNSTON
Chairman

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
SIXTH REPORT**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Korz, Mason, Mulholland, Orban and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the position of Job Coach, Transitional Work Experience Program (T.W.E.P.), be renewed for the 1993-94 school year.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS

(a) That the following staff be appointed to the position of Assistant Caretaker (Caretaking and Maintenance Staff), effective 1993 05 04, with wage rate according to the Collective Agreement:

Barbara Barrow
Dorothy Charlebois
Steve Cooper
Joe (Giuseppe) D'Ambrosio
John Galvin
Leo Hickey
Edward Kay
Paul Kelly
Gladys Lupton

Angus MacDonald
Frank McGrimmond
Clay Mitchell
Hung Ngo
Rita Roy
Eleanor Sharp
Lucinda Wilkes
(Replacements)

4. INTERNAL APPOINTMENTS

(a) That the appointments of the following staff to the position stated be extended, effective as shown, with salary according to the salary schedule:

Gary Gibson, Consultant – Media in Education, 1993 09 01 to 1994 06 30

John Henry, Co-ordinator – Science, 1993 09 01 to 1994 08 31

Katherine Hibbins, Co-ordinator – Family Studies, 1993 07 01 to 1994 01 31

Victor Lepp, Co-ordinator – Guidance Services, 1993 09 01 to 1994 08 31

Jeffrey Nichol, Consultant – Environmental and Outdoor Education, 1993 09 01 to 1994 06 30

Neville Nunes, Consultant – ESL/ESLD, 1993 09 01 to 1994 06 30

Bryan Schofield, Co-ordinator – Adjustment Services, 1993 09 01 to 1994 08 31

Giselle Whyte, Consultant – Partners in Action, 1993 09 01 to 1994 06 30

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) (i) That the resignation of Bruce Sinclair, Superintendent of the Human Resources Department, for the purpose of retirement, effective 1993 09 30, be accepted with regret and that the Board's gratuity be paid.

(ii) That the resignations of the following staff for the purpose of retirement from the position stated, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Lola Bartley, Cleaner (Cleaning Staff), 1993 03 31

Paula Fleming, Cleaner (Cleaning Staff), 1993 06 30

Anna Hrycak, Cleaner (Cleaning Staff), 1993 06 30

Catherine Kane, Cleaner (Cleaning Staff), 1993 06 30

7. LEAVING EMPLOYMENT – Nil**8. LEAVES****Secondments**

(a) That the request of the Hamilton-Wentworth Industry Education Council for the secondment of James O'Connor (S), effective 1993 09 01 to 1994 08 31, to serve as the Executive Director, be approved.

Leave of Absence

(a) That the request of Melanie Mumby (Cleaner, Cleaning Staff) for a Leave of Absence, effective 1993 06 07 to 1993 12 10, be granted.

Leave Extension

(a) That the request of Joanne Runco (Secretary, Clerical and Technical Staff) for an extension of her Leave of Absence, effective 1993 04 19 to 1993 06 11, be granted.

Return from Leave of Absence

(a) That the following staff be returned from a Leave of Absence, effective as shown:

Denise Dawson (Auditor and Special Projects Assistant, Administrative Staff), 1993 05 18

Connie Lagreca (Cleaner, Cleaning Staff) 1993 02 22.

9. OCCASIONAL STAFF APPOINTMENTS – Nil**10. OTHERS**

(a) That the request of Robert Chapman (S) to relinquish his position as Co-ordinator, Physical and Health Education, effective 1993 09 01, be granted.

* * * * *

3. That the Staffing Report – Full Time Equivalent Positions be received for information.

4. That the Report on Supply Teachers be received for information.

5. That the following recommendations in the Director's Entry Interview Process – Summary Report be approved:

(a) That the Board receive the Director's Entry Process Summary Report dated 1993 05 13.

b) That the Report be shared with all system partners.

6. That the Report regarding the Reinstatement of Michael Hillman, Assistant Caretaker, including the following recommendation, be received as information:

(a) That, in accordance with the Arbitration Award dated 1993 05 04, Michael Hillman be reinstated in employment as an Assistant Caretaker, Plant Department, effective 1993 05 06.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following Educational Assistant be appointed to the Probationary Educational and Lunchroom Assistant Staff, effective as shown, with salary according to the Collective Agreement:

Heidi Harper, 1993 05 10
(Replacement – Contract Compliance)

2. PERMANENT STAFF APPOINTMENTS

Confirmations

(a) That Brian Radke(S) be confirmed in the position of Assistant Head of Department – History, effective 1992 09 01, with salary according to the salary schedule.

3. PROMOTIONS

(a) (i) That the following teachers be appointed to the position of Acting Principal of an Elementary School, effective 1993 09 01, with salary according to the salary schedule:

Wanda Lane
David Mackenzie
Carol Scaini
(Replacements)

(ii) That the following teachers be appointed to the position of Acting Vice-Principal of an Elementary School, effective 1993 09 01, with salary according to the salary schedule:

Douglas Baker
Gail Belisario
(Replacements)

(iii) That the following teachers be appointed to the positions indicated, effective as shown with salary according to the salary schedule:

Donald Harman, Acting Assistant Head of Department – Technical, 1993 09 01

Stephanie King, Acting Head of Department – Guidance, 1993 01 29

Theodore Kocznur, Acting Head of Department – History, 1993 09 01

Richard Neufeld, Acting Head of Department – Technical, 1993 09 01

James Poot, Acting Head of Department – Technical, 1993 09 01

Graham Worthington, Acting Assistant Head of Department – Science, 1993 09 01

David Wright, Acting Head of Department – Business, 1993 09 01
(Replacements)

(b) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Kim Cwierzdzinski, Bookstore/Accounts Secretary (Level 3, Secondary School Clerical and Secretarial Staff), 1993 04 19
(Replacement)

4. INTERNAL APPOINTMENTS

(a) That the appointments of the following staff to the position stated, be extended, effective 1993 09 01 to 1994 06 30, with salary according to the salary schedule:

Lee Hondronicols (E), Primary Consultant – Area 3

Ethel Thayer (S), Special Assignment – Gifted Education

William Whittle (E), Primary Consultant – Area 4

(b) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Patti Thur, Second Secretary, Elementary School (Grade 4, Clerical and Technical Staff), 1993 04 19 (.7)
(Replacement)

5. TIMETABLE CHANGES

(a) That the timetable of Shawn Duthie (E) be increased from .5 to 1.0, effective 1993 04 14 to 1993 06 30, with salary according to the salary schedule.

(New Position)

6. RETIREMENTS

(a) (i) That the resignations of the following Principals, for the purpose of retirement, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid:

George Massey (E)

Robert Wilson (E)

(ii) That the resignations of the following teachers, for the purpose of retirement, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Wayne Allison (S), 1993 06 30

Lois Chamberlain (E), 1993 06 30

Margaret Cressy (E), 1993 06 30

Paul Giglia (S), 1993 06 11

Nancy Hinich (E), 1993 06 30

Norma Jones (S), 1993 06 30

George Kinloch (S), 1993 06 30

Robert Marson (S), 1993 06 30

Diane Perrault (S), 1993 06 30

Robert Philip (S), 1993 07 31

Donald Reed (S), 1993 06 30

Rosalie Yaremko (E) 1993 06 30

(iv) That the resignation of Marilyn Cumming (E), for the purpose of retirement, effective 1993 06 30, be accepted with regret.

7. LEAVING EMPLOYMENT

(a) That the date for the following teachers to leave the employ of the Board be approved:

Bruce Adams (E), 1993 08 31

Marlo Amy (E), 1993 08 31

Tracey Austin (S), 1993 08 31

Annette Bodo (E), 1993 08 31

Robert Bukvic (S), 1993 08 31

Cynthia Campanella (E), 1993 08 31

Kawong Chung-Shipman (E), 1993 08 31

Bruce Cooke (S), 1993 08 31

Angelo Costanzo (S), 1993 08 31

Leslie Cramer (S), 1993 08 31

Sharon Crechiola (E), 1993 08 31

Jyoti de Haan (S), 1993 08 31

Sandra Della Maestra (S), 1993 08 31

Rita DiCenzo (S), 1993 08 31
Maria Dlugolecki (S), 1993 08 31
Jeannine Falasca (S), 1993 08 31
Jacqueline Farrington (E), 1993 08 31
Donna Fortman (E), 1993 08 31
Cynthia Goodridge (E), 1993 08 31
Michelle Gould (E), 1993 08 31
Denise Hagger (S), 1993 08 31
Victoria Kudrenski (S), 1993 08 31
Sandra Levy (E), 1993 08 31
Jeannine MacIsaac (S), 1993 08 31
Deborah McAlpine (S), 1993 06 30
Patricia McEachren (S), 1993 08 31
Penelope Mitton (E), 1993 08 31
Heather Moffatt (S), 1993 08 31
Louise Morissey (S), 1993 08 31
Cherylin Moses (E), 1993 08 31
Karen Must (E), 1993 08 31
Karen Putman (E), 1993 08 31
Maureen Reid (E), 1993 08 31
Susan Robertson (S), 1993 08 31
Mark Simpson (E), 1993 08 31
Carol Sindall (E), 1993 08 31
Geraldine Sloan (S), 1993 08 31
Mark Spera (S), 1993 08 31
Pauline Stavnitzky (S), 1993 06 30
Pamela Toppan (E), 1993 08 31
Steven Toth (S), 1993 06 30
Kathryn Tuite (E), 1993 08 31
Brenda Uchimaru (S), 1993 08 31
Wendy Vandenburg (E), 1993 08 31
Therese van der Spuy-Armstrong (E), 1993 08 31

1 Elem. Resig.

21 Elem. Term.

1 Sec. Resign

22 Sec. Term.

45 Total

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Lyn Baillie (S), 1993 09 01 to 1994 08 31

Karen Bernyak-Bouwman (E), 1993 08 13 to 1994 01 28
Adele Blais (E), 1993 05 31 to 1993 09 24
Sharon Dorin (E), 1993 07 01 to 1994 01 05
Jane Fletcher (E), 1993 05 10 to 1993 10 29
Ruth Anne Hamel (E), 1993 09 01 to 1994 08 31
Ellen Knapp (E), 1993 04 03
Jane McGall (S), 1993 09 01 to 1994 08 31
Judith Mendelson (E), 1993 09 01 to 1994 03 18
Allison Montgomery (E), 1993 09 01 to 1994 08 31
Laima Pohl (S), 1993 09 01 to 1994 01 31
Douglas Robb (S), 1993 09 01 to 1994 08 31
Brenda Stewart (E), 1993 02 18
Mary Welsh (S), 1993 03 31 to 1993 08 31
Anne-Marie Wilson (S), 1993 09 01 to 1994 08 31

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Michelle Horning (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 04 15 to 1993 06 30

Anna Rivida DiFazio (Speech Pathologist, Professional Student Services Personnel), 1993 06 07 to 1994 02 04

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Janis Colohan (E), 1993 09 01
Carl Ouellette (S), 1993 09 01 to 1994 08 31
Jack Niewland (E), 1993 09 01 to 1994 08 31
Brian Radke (S), 1993 09 01 to 1994 08 31
Norval Redpath (E), 1993 09 01
Brenda Wisborg (S), 1993 06 01 to 1993 08 31

(b) That the request of Karen Humphreys (Secretary, Clerical and Technical Staff) for an extension of her Leave of Absence, effective 1993 05 03 to 1993 05 28, be granted.

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown:

James Douglas (S), 1993 09 01
Joseph Hammill (S), 1993 09 01
Lynn Krusto (E), 1993 05 31

Marvin Kuehn (S), 1993 09 01
Anthonia Major (E), 1993 09 01 (1.0)
Tiziana Penney (E), 1993 05 17
Valerie Reynolds (S), 1993 09 01
Adele Schiedel (S), 1993 09 01 (3/6)
Grazina Stonkus (S), 1993 09 01
Marlene Weil (E), 1993 09 01

(b) That Elizabeth Rinas (Educational Assistant, Educational and Lunchroom Assistant Staff) be returned from a Leave of Absence, effective 1993 05 03.

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown with salary according to the salary schedule:

Lynda Bertin (E), 1993 03 22 to 1993 04 22 (.7)
Gordon Buchan (S), 1993 04 01 to 1993 06 29
Susan Connolly (E), 1993 01 13 to 1993 06 29
Suzanne Contant (E), 1993 03 01 to 1993 06 29
Joanne Crawford (E), 1993 03 11 to 1993 04 30
Darlene Etherington-Pounder (S), 1993 03 22 to further notice
Brian Hickox (S), 1993 04 26 to further notice
Petra Kruis-Daly (E), 1993 04 19 to 1993 06 29
Elaine Lintner (E), 1993 04 19 to further notice
Eudene Luther (E), 1993 04 03 to further notice
Sandra Mamone (S), 1993 04 13 to 1993 06 29
Laureen Morrison S), 1993 03 29 to 1993 04 30
Douglas North (S), 1993 03 24 to further notice
Sherry Romaniw (E), 1993 02 08 to 1993 06 29 (.5)
Lisa Sanelli (E), 1993 05 11 to 1993 06 29
Jean Simpson (E), 1993 01 12 to further notice
Lesley Stonehouse (E), 1993 03 22 to 1993 06 29
Lark Walker (E), 1993 04 26 to 1993 06 29

10. OTHERS

Relinquishments

(a) That the request of Marlene Rielly (E) to relinquish her position as Area Supervisor – Area 3, effective 1993 09 01, be granted.

Exchanges

(a) That the request of Robert Carle (E) for an overseas exchange with a teacher from the United Kingdom, for the period 1993 09 01 to 1994 08 31, be approved, subject to the condition that a suitable

exchange teacher from the United Kingdom can be arranged through the Ministry of Education and Training.

Respectfully submitted

R. STEWART

Chairman

Board Room

1993 05 13

REPORT OF THE SPECIAL OPERATIONS MANAGEMENT COMMITTEE

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgerson, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Mason, Mulholland, Patenaude and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), G. Rutledge (Controller), F. Cooke (Assistant Superintendent – Program), S. Rogers (Assistant to the Secretary).

GENERAL

1. That the following recommendations in the 1993 Accommodation Report be approved:

(a) That the extended program for renovations to 1997 be approved and that the Superintendent of Plant continue to develop plans for this work.

(b) That the Boiler Replacement Program to 1998 be approved and that funds be considered in the 1994 budget of \$390,000 for boiler replacement work.

(c) That the Painting Program as outlined for 1994 be approved and that funds be considered in the 1994 budget in the amount of \$345,630 for this work.

(d) That the Roofing Program for 1994 be approved and that funds be considered in the 1994 budget for the roofing program in the amount of \$875,000 for this work.

(e) That the Masonry Repairs and Restoration Program as outlined be approved and that \$240,000 be considered in the 1994 budget.

(f) That the Asphalt and Concrete Major Repair Program as outlined be approved and that \$357,000 be considered in the 1994 budget for this purpose.

(g) That the Lighting Energy Reduction Program as outlined be approved and that \$60,000 be considered in the 1994 Budget for Phase I of this program.

(h) That the Superintendent of Plant be authorized to recommend an Architect for the Central School project.

(i) That the Superintendent of Plant be authorized to recommend an Architect for the Ryerson School project.

(j) That the library and parking area at Westwood School be enlarged in 1994 at a cost of \$250,000 and that funds be considered in the 1994 budget.

(k) That the Superintendent of Plant be authorized to recommend an Architect for the Glendale Secondary School project.

(l) That the Superintendent of Plant be authorized to recommend an Architect for the Barton Secondary School project.

(m) That the Superintendent of Plant be authorized to undertake a feasibility study with respect to the provision of a new auditorium/gymnasium and for accessibility and parking lot improvements at G. P. Vanier Secondary School.

(n) That the projects designated for 1994 be approved and \$642,636 be considered in the 1994 budget.

(o) That the officials continue to monitor the Real Estate Market and report back to the Operations Management Committee requesting permission to declare any one of the schools surplus to the Board's needs and that the school be sold.

(p) That the officials continue to lease schools with the exception of Comley School until such time as the Board requires them or if any one of the schools becomes surplus to the Board's needs a report would be presented to the Operations Management Committee requesting permission to declare the school surplus to the Board's needs and that the school be sold.

(q) That the officials continue to monitor the Real Estate Market and report back to the Operations Management Committee requesting permission to declare any one of the sites surplus to the Board's needs and that the site be sold.

ELEMENTARY/SECONDARY

1. That the following recommendations in the 1993 Accommodation Report be approved:

(a) That the Grade 6 students from Strathcona and Hess Street Schools be moved to the Middle School program at Ryerson School once an addition is constructed.

(b) That the Grade 6 and Grade 7 French Immersion students from Sanford Avenue School feed into the Glen Brae Middle School French Immersion program beginning September 1993.

(c). That the Binkley School reopening be deferred and the lease with the Hamilton-Wentworth Library Board be renewed on an annual basis.

(d) That the Lawrence Alternative Program be relocated to Scott Park Secondary School for September 1994.

(e) That the site for the Phoenix Alternate Education program be identified and the costing for the re-location be included in the 1994 budget.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 05 18

ADDENDUM

The following motion was considered at the 1993 05 18 meeting of the Operations Management Committee and was LOST:

GENERAL

1. That the process relative to the Ryerson School project commence immediately and the Architect be instructed to begin his work so that completion of this project may take place by September, 1995, if possible.

REPORT OF THE SALARY COMMITTEE

Present: Trustees G. Korz (Chairman Pro Tem), Hicks and Cunningham.

Officials Present: D. Russon (Manager, Employee Relations) and R. Van Horne (Employee Relations Officer)

GENERAL

The Committee recommends:

1. That the Board ratify the terms and conditions of the following Memorandum of Agreement reached with O.P.E.I.U., Local 527, representing the Secondary School Clerical Staff.

Respectfully submitted

G. KORZ
Chairman Pro Tem

Committee Room
1993 05 20

**MEMORANDUM OF AGREEMENT
BETWEEN
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
AND
LOCAL 527, OFFICE AND PROFESSIONAL EMPLOYEES'
INTERNATIONAL UNION**

1. The parties agree that the terms of this Memorandum shall constitutes full settlement on all matters in dispute.
2. The undersigned representatives agree to recommend acceptance of this memorandum of agreement to their respective principals.
3. The term of the Collective Agreement shall be from September 1, 1991, until August 31, 1993.
4. Any obvious errors or omissions in this document will be corrected in accordance with the negotiations and agreements reached between the parties.

Dated at Hamilton this 20th day of May, 1993

ON BEHALF OF OPEIU
FOR THE CITY OF HAMILTON

ON BEHALF OF THE BOARD
OF EDUCATION LOCAL 527

Letter of Intent Re: Job Evaluation

NEW: The parties agree that during the month of June, 1993, a joint committee will be established to develop a maintenance process for job evaluation.

Letter of Intent Re: Job Postings, Job Experience Program and Temporary Assignments

NEW: The parties agree to discuss the following items at Staff Relations:

- 1) Job Postings.
- 2) Job Experience Program.
- 3) Temporary Assignments.

Discussions will commence at the first meeting to be held after May 20, 1993.

Letter of Understanding Re: Hours of Work

NEW: It is understood that in conjunction with Article 13.01, the voluntary arrangements of commencing working hours at 8.00 a.m. in Secondary Schools will continue during the lifetime of the Collective Agreement.

13.04A meal allowance of \$5.00 shall be paid where an employee is required to work overtime immediately after the end of his/her normal quitting time and where the overtime extends up to 7.00 p.m. or later.

15.04(a) Effective the 1988 vacation year, all employees who have attained twenty-five (25) years' seniority with the Board prior to September 1, in any year shall be entitled to six (6) weeks' vacation with pay.

(b) Effective the 1993 vacation year, all employees who have attained twenty-four (24) years' seniority with the Board prior to September 1, in any year shall be entitled to six (6) weeks' vacation with pay.

Benefit Improvements in Article 16 shall take effect March 31, 1993.

16.01 (a) (ii) Vision Care

Effective first of month following date of ratification – \$185/2 YRS.

16.02 Basic Group Life Insurance

(i) Effective the first of the month following ratification the Basic Group Life Insurance Plan will provide life insurance in the amount of three (3) times annual salary up to \$50,000. New employees must as a condition of employment become and remain a member of the Basic Group Life Insurance Plan. Coverage shall be effective the first of the month following completion of the employee's probationary period.

(ii) Effective as soon as practicable, an employee may elect Optional Group Life Insurance in multiples of ten thousand (\$25,000) up to a combined maximum (Basic and Optional) of \$200,000. The employee shall pay the full premium cost for the amount of the optional Group Life Insurance through payroll deduction.

16.07 (ii) Orthodontics

Effective first of month following date of ratification – 1992 O.D.A. rate schedule. Lifetime maximum to increase to \$2,000 per person.

(iii) Major Restorative

Effective first of month following date of ratification – 1992 O.D.A. rate schedule. Annual limitation increased to \$2,000 per person.

16.10 (ii) Amend to read:

Coverage shall remain in effect for a maximum of two years from the date of death of the deceased employee. Coverage shall be cancelled the first day of the month following the spouse's 65th birthday or upon remarriage.

APPENDIX "A" (Part B)

Section 4 Temporary Assignment to a Higher Classification – Amend to read:

Effective first of the month following date of ratification, where an employee is assigned for a period of two (2) weeks or more as a replacement in a position classified in a higher category, the employee shall be paid the minimum salary for the category or \$20.00 per week, whichever is greater.

Addenda:**16.03 Amend to read:**

Effective the first of the month following date of ratification, the Optional Dependent's Group Life Insurance will be increased for those employees who are presently covered to provide – \$25,000 – spouse; \$10,000 – each dependent child. The employee shall pay the full premium cost for such coverage.

16.07 (i)Effective first of the month following date of ratification reimbursement for Basic Services will be increased to 100%.

Disability Insurance

Amended Provisions of Group Life Policy – Total Disability Benefit.

If a Member covered by the Basic Group Life Insurance Plan becomes totally and permanently disabled before reaching the age of sixty-five (65) years, the Member must select one of the following options at time of disability:

Option 1

The Member may elect to receive the Member's life insurance in effect at the date of disability subject to a maximum of \$40,000. Such amount would be paid in a series of sixty (60) equal monthly instalments while the disability continues but in no event beyond the Member's 65th birthday. Any insurance in excess of \$40,000 will be continued in force without payment of premiums as long as the Member remains totally and permanently disabled (subject to any reductions or termination due to age as provided under the plan).

If a Member covered by the Plan who is in receipt of monthly instalments dies before the full number of monthly instalments has been paid, the commuted value of the remaining unpaid instalments will be paid to the Member's beneficiary of record.

OR

Option 2

The Member may elect the waiver of premium benefit whereby the total amount of life insurance in effect at time of disability will be con-

tinued in force without payment of premiums as long as the Member remains totally disabled but in no event beyond the Member's 65th birthday.

Once a member selects either Option 1 or Option 2, there will be no further opportunity to change the option chosen.

Retirees Group Life Insurance Plan – to be numbered later

Effective first of the month following date of ratification, a member who retires before the compulsory retiring age and who receives an immediate pension through the Board's recognized Pension Plans shall have the option of retaining a \$50,000 life insurance policy until the age of 65. The policy shall not include disability coverage. The member who so elects such a policy shall pay the full amount of the premium, based on the same premium rate as for the basic plan, annually in advance; otherwise the member's coverage shall be cancelled.

NEW ARTICLE – DEFERRED SALARY LEAVE PLAN – to be numbered later

1.A member who has completed at least three (3) years of continuous service under permanent status with the Board may apply for a paid leave of absence for a period of one (1) year or one (1) school year in accordance with this Article.

2.The conditions governing a paid leave of absence under this Article shall be:

(a)The period of leave shall follow the savings period and be in the fifth year of the plan.

(b)A member shall apply to the Superintendent of Human Resources for a paid leave of absence at least three (3) months prior to the requested start of the savings period in the plan.

(c)The amount of the member's salary that shall be held back during the savings period shall be twenty (20) per cent of the salary that would be paid normally to the member during the savings period.

3.The Board shall notify the member within two (2) months of the date of application whether or not the member has been granted the paid leave of absence.

4.All members participating in the plan must sign a form of agreement approved by the Union and the board which outlines the conditions of the leave.

5.The salary that is held back together with accrued interest shall be held in trust by the Hamilton Teacher's Credit Union

6.During the period of leave, the Board shall pay to the member the amount of salary held back plus the accrued interest earned. The method of payment during the period of leave shall be by mutual agreement of the board and the member.

7.The Board shall make the appropriate deductions, including pension plan contributions subject to the regulations of the pension plan, from the payment(s) made to the member.

8.The Board shall maintain full fringe benefit coverage for the member during the period of leave.

9.The plan in this Article is subject to any Revenue Canada regulations or rulings. The President of the Bargaining Unit shall be notified of such regulations and rulings.

10.If the member ceases to be employed by the Board, withdraws from the agreement of paid leave or dies prior to taking the leave of absence, the Board shall pay to the member or the member's estate, as the case may be, the full amount of the salary held back together with the accrued interest as soon as possible but no longer than three (3) months from the time of withdrawal or death whichever is applicable.

11.Subject to the layoff clause in Article 9 – Seniority, at the end of the leave, the member shall return to the same job held at the beginning of the leave without loss of any increases in salary/wages or benefits which may have accrued had the leave not been taken.

12.Subject to Clause 3, the Board shall grant all requests for paid leave of absences under this Article but shall have the right to limit the number of leaves granted for the same period for any one work location.

13.There are no restrictions on what activities or employment in which the member may participate during the period of leave.

9.05 Amend to read:

Sixteen (16) months.

21.07 Sick Leave Add the Following:

During an employee's service with the Board, deductions from the employee's Sick Leave Credit Account shall be made for absence up to an aggregate total of:

- (a) 310 days – 12 month employees.
- (b) 200 days – 10 month employees.

Letter of Intent – Re: Inclement Weather

In the event that the schools are closed as a result of inclement weather and/or poor road conditions the following provisions will apply to all members of the bargaining unit. These provisions shall be in place for a trial period starting the date of ratification of this Agreement and ending August 31, 1993. Any renewal of these procedures will be subject to mutual agreement by the parties.

1. School Closing Announced by 7:00 a.m.

If a school building is officially closed, members of the bargaining unit shall not be required to report to work.

2. School Closings during the Day

The normal expectation is that the Principal will allow members of the Bargaining unit to leave the school within thirty (30) minutes after the official school closing time.

3. Any absence from work by a member of the bargaining unit as a result of this procedure shall be without loss of salary.

4. Any casual employee scheduled to work on a day the work location is closed, shall be paid the amount for the scheduled assignment.

New Article Reciprocal Transfers – to be numbered later.

1. A reciprocal transfer involving a member of this bargaining unit and an employee of another bargaining unit or a non-union employee may occur under the following conditions:

- (a) the employees participating in a reciprocal transfer shall agree, in writing, to the conditions of the reciprocal transfer;
- (b) the reciprocal transfer shall be for a period not to exceed one (1) year;

(c) the member of this bargaining unit on reciprocal transfer shall be subject to the provisions of this Collective Agreement except the member shall be subject to the hours of work of the position to which the member is assigned;

(d) at the end of the reciprocal transfer, the member shall return to employment, subject to Clause 9.03 in Article 9 – Seniority, to the former position held immediately prior to participation in the reciprocal transfer.

APPENDIX "A" (PART A)

WAGES:

A. Effective September 1, 1991 to December 31, 1991, employees shall receive the following weekly increases above the salary/wages already paid:

Level 1 employees = \$ 9.96 per week
 Level 2 employees = 10.61 per week
 Level 3 employees = 11.39 per week
 Level 4 employees = 12.07 per week
 Level 5 employees = 12.83 per week
 Level 5 employees = 12.83 per week

The weekly salary increases above will have the effect of changing the internal equity rates effective January 1, 1992, as follows:

	Minimum	1 Year	2 Years	3 Years
Level 1	\$461.94	\$477.33	\$492.71	\$508.09
Level 2	494.80	510.18	525.57	540.96
Level 3	528.85	546.16	563.47	580.69
Level 4	563.47	580.78	598.09	615.40
Level 5(S.S.)	589.92	612.07	634.81	654.10
Level 5(L.T.)	614.44	627.60	638.80	654.10

B. Effective September 1, 1992, employees shall be paid in accordance with the following salary grid:

	Minimum	1 Year	2 Years	3 Years
Level 1	\$472.10	\$487.49	\$502.87	\$518.25
Level 2	505.62	521.00	536.39	551.78
Level 3	540.46	557.77	575.08	592.30
Level 4	575.78	593.09	610.40	627.71
Level 5 (S.S.)	603.00	625.15	647.89	667.18
Level 5 (L.T.)	627.52	40.68	651.88	667.18

MINUTES OF THE
SPECIAL IN-CAMERA MEETING OF THE
BOARD OF EDUCATION

Board Room
Education Centre
1993 06 03

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Bishop, Darby, Desmarais, Hicks, Hill, Korz, Lowe, Mulholland, Urban, Rodgerson, Rogers and Stewart.

Officials Present: D. W. Goodridge, (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Binns (Superintendent of Schools – Area 3), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustee Johnston.

Trustees Darby, Hill and Rogers declared a conflict of interest and left the Board Room.

Action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with employees of the Board [Section 183 (1a) (d) of the Education Act].

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 06 17

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Patenaude, Rodgeron, Rogers, Stewart and Wilson.

Officials Present: D. W. Goodridge, (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), B. Sinclair (Superintendent of Human Resources), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools, French as a First Language), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustee Paquin.

A moment of silence was observed in the memory of the late Kelso Martin, a member of the Caretaking Staff for 28 years.

The Chairman, on behalf of the Board, presented a certificate of Outstanding Achievement to Cheryl Ende, an English-as-a-Second Language teacher at Sir John A. Macdonald Secondary School, in recognition of her selection as the Reader's Digest Outstanding Leader in Education for 1993. The Chairman emphasized that Ms. Ende, having been singled out as the one outstanding Educator of the year, symbolizes some of the most prized attributes of an educator including the ability to stimulate and motivate students to learn, to help students to integrate into their school and community and to promote a fair and equal society.

The Chairman then called on Chris Adachi and Sarah Rempel, students from Norwood Park Elementary School and presented each with a certificate in recognition of achievement in the 1993 Prism Award – Sarah as the national winner in the literature fantastique category and Chris for an Award of Merit.

Chairman Cunningham then presented Wanda McLaren, Principal, Dave Rogers, Vice-Principal and Margaret Plant, teacher, from Thornbrae Elementary School, with a certificate in recognition that this school has achieved the status of Environmental Green School and is a recipient of a “Green School Banner” from the SEEDS Foundation.

The minutes of the last regular meeting of 1993 05 20 and special meetings of 1993 04 28 and 1993 05 17 were adopted as presented.

The Secretary read a letter from the Monarchist League of Canada announcing Creative Writing Competition Awards to students Gabriel Luci, Aaron Johnson and Rachel Girard from Allenby Elementary School and Dianne Etty from Adelaide Hoodless Elementary School, responses from the Ministry of Education and Training confirming that the Board's 1993-1994 school year calendar are in compliance with Regulation 304 and listing the schools which have received funding for the renewal of technological equipment in 1993-94. In drawing the members' attention to the correspondence attached to their agendas from Concordia University, he reminded the members that the Board supported a resolution from the Scarborough Board of Education about gun control legislation in 1991.

Prior to the Chairman asking the members their wishes relative to the correspondence, the Secretary announced that Mark Hapanowicz, a Grade 13 student at Georges-P.-Vanier Secondary School, has been selected as one of 42 students nationwide to serve as a Page in the House of Commons.

In recommending that the correspondence read by the Secretary be received and filed, Trustee Orban suggested that a letter of thanks be forwarded to the Ministry of Education and Training for the funding for technological equipment. She added

that a letter of congratulations should also be forwarded on behalf of the Board to the student at Georges-P.-Vanier.

Moved by Miss Orban: That the Board support Concordia University's letter which advocates the total prohibition of hand-guns in Canada.

When Mr. Goodridge confirmed that the funding grants for the 1993-1994 technological equipment represented a reduction in both the amount of funds and the number of schools, Trustee Mulholland offered that the suggestion to forward a letter of thanks to the Ministry of Education and Training was inappropriate.

The Chairman responded to Trustee Orban's question that it is each trustee's privilege to obtain signatures on the petition and forward it to the University if he/she so wishes.

Noting the specific requests in the letter from Concordia University, it was moved in amendment by Mrs. Bishop, seconded by Dr. Johnston: That the Board endorse the petition from Concordia University.

The amendment was put to a vote and was Carried.

The Chairman called for the members' wishes relative to receiving the correspondence as read for information and they were agreed. The members did not support a letter of thanks being sent to the Ministry for the funding renewal.

Trustee Korz gave notice that he will move or cause to be moved at the next regular meeting of the Board or special meeting called for that purpose that the Report of the Rules and Regulations Committee be adopted as presented to the members.

It was clarified for Trustee Hicks that, while the Report of the Rules and Regulations Committee does not have an Addendum showing a lost motion at the Committee level, it does not preclude amendments when the Notice of Motion is debated.

The Secretary confirmed that the minutes of the 1993 04 19 meeting of the Rules and Regulations Committee will show the

lost motion so that the trustees can be aware of potential amendments.

Committee reports were presented as follows:

Development Committee – Mrs. Lowe

Operations Management Committee – Dr. Johnston

Personnel & Organization Committee, regular and special –
Mr. Stewart

Moved by Mrs. Lowe, seconded by Mrs. Mason: That the General Part of the Report of the Development Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Ms. Orban: That the General Part of the Report of the Operations Management Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Mr. Allen: That the General Part of the Report and Report of the Special In-camera Meeting of the Personnel & Organization Committee be adopted. Carried.

In pursuance of his Notice of Motion made at the last meeting, it was moved by Mr. Mulholland, seconded by Ms. Orban:

1. That the appointment of the Chairperson of the Board be for a one year term.

2. That a notice of intent to apply for the position of Chairperson be in writing and presented to the Secretary of the Board ten days prior to the Caucus held for the purpose of selecting Chairpersons.

3. That the criteria for the appointment of Chairperson would be:

a) First time appointment.

b) Length of service as a trustee on the Hamilton Board of Education.

Trustee Mulholland maintained that the present process does not provide for every trustee to be a Chairperson of the Board,

which he believes is every trustee's right. He offered that his motion takes away some of the flaws of the process and removes all biases.

While some support was voiced for a one-year term for Chairmanship, opposition to the motion was voiced in favour of the Board electing the best person possible to the very important position of Chairman.

The motion was put to a vote and was Lost.

FRENCH LANGUAGE SECTION

Presentation of the Report of the French Language Section – Mr. Desmarais

Moved by Mr. Desmarais seconded by Ms. Patenaude: That the Report of the French Language Section be adopted. Carried.

ELEMENTARY/SECONDARY

The Secretary read a letter from the Ministry of Education and Training approving a 1500 Hour Hairstylist Apprenticeship Program at Ainslie Wood, Caledon, Delta and Parkview Secondary Schools.

The communication was received and ordered filed.

Moved by Dr. Johnston, seconded by Mr. Allen: That the Elementary/Secondary Part of the Report of the Operations Management Committee be adopted.

Moved in amendment by Mr. Stewart, seconded by Mrs. Hill: That Clause 2. (a) and (b) in the Addenda be lifted into the body of the Report to become Clause 3. (a) and (b). Carried.

Speaking against the Clause now in the body of the Report, trustees pointed to the potential lessening of service to other schools in order for the Public Health Department to provide the necessary resources to the Clinic and questioned the focus/agenda

of the Clinic in counselling for abortions, dispensing of condoms and facilitating other means of birth control all of which will provide the Board with little or no control over these important and emotional issues.

Trustees in support of the Clause suggested that the issue is a Teen Health Centre and not Teen Sex Clinics. Noting that the Public Health Department does not make a practice of handing out condoms nor making referrals for abortions, they called for the members to deal rationally with the proposal and to see the broader issue of student health. It was noted that the Board's commitment is to provide space and the permission to establish the Centre; the Public Health Department is committed to providing the necessary resources and the funding sources.

In response to questions and concerns about the need to formalize an abstinence program, Miss Bond stated that abstinence is part of the focus of the Health Education curriculum.

Trustee Korz requested the vote on this issue be recorded.

Moved in amendment by Ms. Wilson, seconded by Mr. Korz: That this Board include a mandatory abstinence education program which promotes abstinence as a preferred lifestyle.

As further discussion ensued, Trustee Allen called the question, noting this issue was the subject of a long and intense debate at the Standing Committee meeting, and it was Carried.

The Chairman declined a suggestion that this issue be referred to another time in order to get clear and full information.

When the Chairman called for a vote on Clause 3. (a) and (b), Trustee Korz challenged the Chair in not calling the vote on Trustee Wilson's amendment.

The Chairman clarified that, while she had thought that the amendment was related to Clause 3. (a) and (b) above, Trustee Wilson has stated it would be an added Clause to the Report.

The challenge to the Chair was Lost.

Clause 3. (a) and (b) was put to a recorded vote and was Carried. Those in favour: Trustees Hill, Bishop, Wilson, Rogers, Orban, Hicks, Stewart, Johnston and Cunningham; those opposed: Trustees Mason, Allen, Mulholland, Darby, Korz, Rodgerson and Lowe.

Following a short debate, Trustee Wilson wished to withdraw the amendment, adding that she may propose something similar at another time.

The members supported the withdrawal of the amendment.

Trustee Mulholland asked that Clause 5. (a), (b) and (c) be voted on separately and by recorded vote. He stated that his objections were based on the inappropriate timing of the recommendations.

Clause 5. (a), (b) and (c) was put to a recorded vote and was Carried. Those in favour: Trustees Hill, Bishop, Wilson, Allen, Rogers, Darby, Orban, Hicks, Stewart, Johnston, Lowe and Cunningham; those opposed: Trustees Mulholland, Korz and Rodgerson.

The Report, as amended, was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Canon Rogers: That the Elementary/Secondary Part of the Report of the Personnel & Organization Committee be adopted.

Trustee Hill requested that the vote on Clauses 1. Promotions and Internal Appointments and Clauses 2., 3., and 4. be postponed until after the conclusion of the Special In-camera Meeting of the Personnel and Organization Committee following the Board meeting.

The Report, excluding the above Clauses, was put to a vote and was Carried.

The Board meeting recessed at 22:10 hours to allow the Special In-camera meeting of the Personnel and Organization Committee to continue.

The Board meeting re-convened at 23:45 hours.

The Chairman reminded the members of the Clauses in the Report which remain to be put to a vote.

Mrs. Hill requested that Clause 1. Promotions be voted on separately.

Moved in amendment by Mrs. Hill, seconded by Mr. Hicks: That Clause 4. be deferred to a Special Board meeting scheduled for 1993 06 23. Carried.

Trustee Stewart asked why the list of this year's successful candidates who have been selected for the Principal/Vice-Principal pool was not included in this Report.

Mr. Binns responded that, while there is agreement to bring a report in the Fall incorporating changes which will make provision for the list of candidates to be presented to the trustees for approval, the process this year did not incorporate that direction.

Mr. Binns confirmed that the O.S.S.T.F., District 8, has adopted one of the paragraphs from the Operating Procedure on the Selection Process of Principals/Vice-Principals. However, he suggested that such does not prevent the Board from doing what it wishes.

The Chairman concurred with Trustee Stewart's concerns, stressing the need for change as soon as possible to provide trustees with the latitude to approve or reject the composition of the pool.

Trustee Stewart stated that he would not be supporting Clause 1. Promotions (a) (iii) and requested that it be voted on separately.

Clause 1. Promotions (a) (iii) was put to a vote and was Carried.

Moved in amendment by Mrs. Hill, seconded by Mr. Hicks: That the last name in Clause 1. Promotions (a) (i) be deferred to a Special Board meeting scheduled for 1993 06 23. Carried.

Trustee Hill noted that the amendment reflects concern with the position and not with the person named in the Clause.

Clauses. 1. Promotions (a) (i) as amended, (ii) and (iv), Clause 1. Internal Appointments, Clauses 2. and 3 were put to a vote and were Carried.

The Report, as amended, was put to a vote and was Carried.

GENERAL

Moved by Mrs. Bishop, seconded by Mr. Desmarais: That the following motion adopted at the 1993 05 17 Special In-camera Meeting of the Board be rescinded:

3. That a Superintendent of Human Resources be hired effective 1993 09 01, on a five-year term appointment.

The Chairman noted that the motion will require a two-thirds majority vote to be carried. The motion was subsequently Carried by the required majority.

Trustee Hicks asked that it be noted he was not present for the vote.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION FOURTH REPORT

Present: Jean Desmarais (Chairman); Trustees Patenaude and Paquin.

Officials Present: R. Lavoie (Superintendent of Schools, French as a First Language) and L. Veerman (Budget Manager).

The French Language Section recommends:

1. That the following recommendations of the Director of Education be approved as presented to the members:

A. STAFFING

1. Probationary Staff Appointment(s) – Nil
2. Permanent Staff Appointment(s) – Nil
3. Promotion(s) – Nil
4. Internal Appointment(s)

(a) That the appointment of Michelle Lapointe to the position of Curriculum Consultant be extended, effective 1993 09 01 to 1994 06 30, with salary according to the salary schedule.

(b) That the appointment of Guy Bultez to the position of Subject Assistant (Science) be extended, effective 1993 09 01 to 1994 06 30, with salary according to the salary schedule.

5. Timetable Change(s) – Nil
6. Retirement(s) – Nil
7. Leaving Employment

That the date for Thomas Kremer (teaching staff) to leave the employ of the Board, effective 1993 08 31, be approved.

8. Leave(s) – Nil
9. Occasional Staff Assignment(s)

That Nathalie Lauzon be appointed to the Occasional Staff, effective 1993 04 26 to 1993 06 30, with salary according to the salary schedule.

B. OTHER

That the following trip request be approved:

(a) Georges-P.-Vanier, Grades 9 to OAC, Sears Festival, North Bay, from 1993 05 12 to 1993 05 16 (Wednesday to Sunday).

* * * * *

2. That the correspondence from AFCSO (Ontario Association of French Language School Boards) dated 1993 04 27 re CANCOPY Agreement be received for information.

3. That the correspondence from AFCSO (Ontario Association of French Language School Boards) dated 1993 05 12 re Government Proposal be received for information.

4. That the correspondence from the Ministry of Education and Training dated 1993 05 04 re Commission to set future course for Education be received for information.

5. That the correspondence from the Ministry of Education and Training dated 1993 05 13 re French Language Education Governance be received for information.

6. That the correspondence from Monseigneur-de-Laval Elementary School dated 1993 05 11 re Financial Assistance for Graduates be received for information.

7. That the correspondence from AFCSO (Ontario Association of French Language School Boards) dated 1993 05 12 re Ontario Educational Leadership Center be received for information.

8. That the correspondence from Michael D. Harris, MPP dated 1993 05 14 re New Directions – volume 2 be received for information.

9. That the Allocation of Revenues under Section 319 for the 1993 Estimates be received for information.

Respectfully submitted

JEAN DESMARAIS
Chairman

Committee Room
1993 06 01

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE QUATRIEME RAPPORT

Étaient présents: M. Jean Desmarais (président); Mde Marie Patenaude (conseillère scolaire), M. Hubert Paquin (conseiller scolaire)

Administrateur présent: M. R. C. Lavoie (Surintendant des écoles de langue française), Mme Lucy Veerman (Administratrice des finances)

La Section recommande:

1. que les résolutions suivantes du Directeur de l'éducation soient approuvées telles que présentées aux membres:

A. DOTATION EN PERSONNEL

1. Nomination(s) du personnel stagiaire – Aucune
2. Nomination(s) du personnel permanent – Aucune
3. Promotion(s) – Aucune
4. Nominations internes

(a) Que la nomination de Michelle Lapointe, au poste de conseillère en programmation soit prolongée, à partir du 1er septembre 1993 jusqu'au 30 juin 1994, selon les conditions de l'entente en vigueur.

(b) Que la nomination de Guy Bultez, au poste d'Assistant de matière (science) soit prolongée, à partir du 1er septembre 1993 jusqu'au 30 juin 1994, selon les conditions de l'entente en vigueur.

5. Changement(s) d'assignation – Aucun
6. Retrait(s) – Aucun
7. Résiliation d'emploi

Que la date de quitter l'emploi du Conseil de Thomas Kremer (personnel enseignant), à partir du 31 août 1993, soit approuvée.

8. Congé(s) – Aucun
9. Assignation du personnel suppléant

Que Nathalie Lauzon soit nommée à titre d'enseignante suppléante, à partir du 26 avril 1993 jusqu'au 30 juin 1993, selon les conditions de l'entente en vigueur.

B. AUTRE(S)

Que la demande de voyage suivante soit approuvée:

(a) Georges-P.-Vanier, de 9e année au CPO, Festival Sears, North Bay, les 12 – 16 mai 1993 (mercredi à dimanche).

* * * * *

2. que la correspondance de l'AFCSO (Association française des conseils scolaires de l'Ontario) en date du 27 avril 1993 [Objet: Entente CANCOPY] soit reçue à titre d'information.

3. que la correspondance de l'AFCSO (Association française des conseils scolaires de l'Ontario) en date du 12 mai 1993 [Objet: Propositions gouvernementales] soit reçue à titre d'information.

4. que la correspondance du ministère de l'Éducation et de la Formation en date du 4 mai 1993 [Objet: Une commission pour déterminer le cap de l'éducation] soit reçue à titre d'information.

5. que la correspondance du ministère de l'Éducation et de la Formation en date du 13 mai 1993 [Objet: Gestion de l'éducation en langue française] soit reçue à titre d'information.

6. que la correspondance de l'École Monseigneur-de-Laval en date du 11 mai 1993 [Objet: Aide financière] soit reçue à titre d'information.

7. que la correspondance de l'AFCSO (Association française des conseils scolaires de l'Ontario) en date du 12 mai 1993 [Objet: Stages animation-jeunesse de l'Ontario] soit reçue à titre d'information.

8. que la correspondance de Michael D. Harris, député provincial en date du 14 mai 1993 [Objet: Nouvelles Orientations, volume deux] soit reçue à titre d'information.

9. que le rapport sur l'Allocation des revenus sous la Section 319 pour les prévisions budgétaires de 1993 soit reçu à titre d'information.

Respectueusement présenté

JEAN DESMARAIS
président

Salle de comité
le 1er juin 1993

REPORT OF THE DEVELOPMENT COMMITTEE SIXTH REPORT

Present: Trustees M. Lowe (Chairman), Bishop, Mason, Mulholland, Patenaude, Wilson and Cunningham.

Also Present: Trustees Darby, Desmarais, Hicks, Hill, Johnston, Korz, Orban, Rodgerson, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Binns (Superintendent of Schools – Area 3), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Progress Report regarding the Race Relations and Ethnocultural Equity Policy be received for information and the following recommendation approved:

(a) That the Future Directions as outlined in the Report be approved with the following amendment:

(i) That the previous Race Relations Steering Committee be reconvened to share the results of the Policy Implementation Progress Survey and to provide input on these Future Directions.

2. That the Report of the Literacy Committee (1993) be received for information and the following recommendations approved:

(a) That the Board accept the Concept of, Belief Statements about, and Mission Statement for Literacy as contained in the Report.

(b) That the Future Directions as outlined in the Report be approved.

Respectfully submitted

M. LOWE
Chairman

Board Room
1993 06 03

**REPORT OF THE
OPERATIONS MANAGEMENT COMMITTEE
SEVENTH REPORT**

Present: Trustees J. Desmarais (Chairman Pro-Tem), Korz, Orban, Rodgerson, and Rogers.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Lowe, Mason, Mulholland, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), G. Rutledge (Controller), F. Cooke (Assistant Superintendent – Program), S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the verbal response regarding mathematics homework arising out of the Presentation on the Provincial Mathematics Review (Grades 8, 10, 12) be received for information.

2. That the status report on Recommendations 1 – 13 and 15 of the Food Policy Committee (July, 1990) be received for information.

3. That the Report regarding a Model for Program Costing be received for information and the following recommendation approved:

(a) That the summation of direct costs and accommodation costs be used as the basis for determining the manner in which all programs are to be costed.

4. That the verbal update regarding the City Hall Levy Payments to this Board be received for information.

5. That the Report on Textbook and Learning Material Approval as per Circular 14 be received for information and the following recommendation approved:

(a) That the names of the texts and learning materials as listed in the Report be approved for use in elementary and secondary schools and be added to the existing list of texts and learning materials previously approved by the Board of Education for the City of Hamilton.

6. That the Interim Financial Status Report for the period ending 1993 04 30 be received for information.

7. That the following Report of the AIDS Policy Committee be approved:

(a) That Operating Procedure SP-24 dated November, 1991 regarding AIDS/HIV Infection and the AIDS Policy Communication Pamphlet be received for information.

8. That the following Report of the Supervised Alternative Learning for Excused Pupils Committee be approved:

(a) That the 1991-92 Annual Report of the Supervised Alternative Learning for Excused Pupils (SALEP) program, including the Statistical Report be received for information. [see page 320]

9. That the following Report of the Transportation Committee be approved:

(a) That, effective 1993 09 01, transportation be provided for Woodward area students to Hillcrest School within the following parameters:

- (i) that transportation is provided for the morning only
- (ii) that transportation is based on bus availability, capacity and number of students
- (iii) that the parents agree to be fully responsible for getting students home after school
- (iv) that the provision of this transportation is temporary and is to be reviewed annually
- (v) that there is no additional cost to the Board

ELEMENTARY/SECONDARY

1. That the status report on Recommendation 14 of the Food Policy Committee (July, 1990) be received for information.

2. That the update Report regarding the Delta Secondary School Cafeteria (Commercial Food Services Program) be received for information.

3. That the Report regarding Teen Health Clinics in Secondary Schools be received for information and the following recommendations approved:

(a) That a pilot "Student Health Centre" be instituted in a Secondary School for the time period 1994 01 15 to 1994 12 31.

(b) That a report on the effectiveness of the pilot centre be made to the Operations Management Committee in January 1995.

4. That the Report on Abstinence Education Programs in other jurisdictions be received for information and the following recommendation approved:

(a) That the Board write to the Minister of Education and Training requesting a mandatory Physical and Health Education credit be included in the Specialization Years in order that important health and lifestyle issues will be part of every student's program.

5. That the Report regarding the public meeting on consolidation of Caledon and Crestwood Secondary (Vocational) Schools be received for information and the following recommendations approved:

(a) That the implementation of the consolidation of Caledon and Crestwood as one school be effective September, 1993.

(b) That an ad hoc Name Search Committee made up of five trustees be established to study the naming of the consolidated Mountain Secondary School and that the report be presented to the Operations Management Committee by June, 1994.

(c) That the consolidated school be named the Mountain Secondary School on an interim basis.

6. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

(i) R. A. Riddell, Grade 6 Science, Outdoor Education, "Sunship Earth", Camp Wanakita, Haliburton, 1993 10 05-08 (Tuesday to Friday)

(ii) Sherwood, Grades 10-OAC, Outdoor Education, Algonquin Park, 1993 09 23-26 (Thursday to Sunday)

Respectfully submitted

J. DESMARAIS
Chairman Pro-Tem

Board Room
1993 06 08

ADDENDA

The following motions were considered at the 1993 06 08 Operations Management Committee meeting and were LOST:

ELEMENTARY/SECONDARY

1. That the June, 1994 report on the Delta Secondary School Cafeteria include a report on hot lunch programs offered in other vocational schools.

Clause 2. lifted to become Clause 3. of the Report

3. That the officials present a report responding to the original motion for information exploring various abstinence education programs in other jurisdictions.

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
SEVENTH REPORT**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Lowe, Mason, Mulholland, Orban, Rodgerson, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), F. Cooke (Assistant Superintendent of Program), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS

(a) (i) That the following teacher be appointed to the position of Program Co-ordinator, effective 1993 09 01, on a term basis which is subject to discussion with the Branch Affiliates, with salary according to the salary schedule:

Philip Scordino (S), Technological and Vocational Education
(Replacement)

(ii) That the following teachers be appointed to the Position of Program Co-ordinator with responsibilities as indicated, for a three-year term, effective 1993 09 01, with salary according to the salary schedule:

Douglas Dunford (E), (Visual Arts and Drama)
Stella Green Gibson (E), (Physical and Health Education)
(Replacements)

(iii) That William Manson, present Co-ordinator of English, Drama and Dance, be reassigned as Program Co-ordinator with responsibilities for English, effective 1993 09 01, within the present five-year term (1990 09 01 to 1995 08 31), with salary according to the salary schedule.

(iv) That Russell Weil, present Co-ordinator of Music, be reassigned as Program Co-ordinator, with responsibilities for Music and Dance, effective 1993 09 01, within the present five-year term (1990 09 01 to 1995 08 31), with salary according to the salary schedule.

(b) (i) That the following staff be appointed to the position stated, effective as shown, with wage rate according to the Collective Agreement:

Barbara Bakos, Warehouse Assistant (Caretaking and Maintenance Staff), 1993 05 31 (Replacement)

(ii) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Lynda Drennan, Buyer (Grade 10 – Clerical and Technical Staff), 1993 06 28

Karen Nowicki, Transportation Clerk (Grade 6 – Clerical and Technical Staff), 1993 07 05 (.6)
(Replacements)

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) That the resignation of Helen Dowhan for the purpose of retirement from the position of Cleaner (Cleaning Staff), effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT

(a) That the dates for the following staff to leave the employ of the Board be approved:

Richard Rutherford (Assistant Caretaker, Caretaking and Maintenance Staff), 1993 05 19

Wendy Vuletic (Cleaner, Cleaning Staff), 1993 04 23

8. LEAVES

Leave of Absence

(a) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Paula Boothe (Computer Programmer, Clerical and Technical Staff), 1993 07 26 to 1993 12 31

Jean P. Braband (Accounts Payable Clerk, Clerical and Technical Staff), 1993 09 07 to 1994 05 31

Carol MacDonald (Assistant Caretaker, Caretaking and Maintenance Staff), 1993 07 12 to 1994 01 14

Leave Extension

(a) That the request of the following staff for an extension of a Leave of Absence, effective as shown, be granted:

Ingrid Scott (Head Librarian, Dr. Harry Paikin Library), 1993 06 07 to 1993 08 31

9. OCCASIONAL STAFF APPOINTMENTS – Nil

10. OTHERS

(a) We regret to announce the death of Kelso Martin (Caretaker, Caretaking and Maintenance Staff) on 1993 05 26.

* * * * *

2. That the Staffing Report – Full Time Equivalent Positions be received for information.

3. That the Report on Supply Teachers be received for information.

4. That the Report on Substitute Cleaner Usage – 1993 be received for information.

5. That the Report on the Casual Budget and Expenditures – 1993 be received for information.

6. That the Update Report on Workers' Compensation – Occupational Health and Safety Policy be received for information and the following recommendations approved:

(a) That it shall be the policy of the Hamilton Board to provide a safe and healthy environment for all people in Board-owned facilities in accordance with the Occupational Health and Safety Act.

(b) That the financial implications relating to the Occupational Health and Safety Policy be presented to the Board by 1993 12 31, for consideration in the 1994 budget.

(c) That an Occupational Health and Safety Procedure Manual be prepared in support of this Policy by 1993 12 31.

(d) That an Annual Report on the Occupational Health and Safety Policy be presented to the Board in June of each year.

7. That the following recommendation in the Report of the Affirmative Action/Employment Equity Committee be approved:

(a) That the Update – Policy Against Harassment be received for information and the following amendment to the Board's Policy Against Harassment be approved:

(i) That the areas of the Policy which previously referred to the "Associate Director" be changed to "Director" and the "Associate Director/Designate" be changed to "Director/Designate".

8. That the following recommendations in the Report of the Affirmative Action/Employment Equity Committee be received for information and that no action be taken:

(a) That the following amendment to the Board's Policy Against Harassment be approved:

(i) That Panel Proceedings be revised to read:

The Panel of three people is appointed by the Director and will consist of one Superintendent, one Trustee and a designate as considered appropriate by the Director.

(b) That the Update on "Bill 79 – an Act to provide Employment Equity for Aboriginal People, People with Disabilities, Members of Racial Minorities and Women" be received for information.

(c) That the Report regarding Inclusive Language be received for information and the following recommendation approved:

(i) That a staff committee be established to develop a draft policy on Inclusive Language and that a report be brought back to the Affirmative Action/Employment Equity Committee by 1994 01 01.

(d) That the correspondence from and presentation by the Hamilton Women Teachers' Association (HWTa) regarding the use of Inclusive Language in our System be received for information.

9. That the verbal Report regarding the Contract – Director of Education and Secretary be received for information.

10. That the verbal Update regarding the position of Superintendent of Human Resources be received for information.

11. That the verbal Update regarding the position of Staffing Co-ordinator be received for information and the following recommendations approved:

(a) That Barbara Howard be requested to continue to work on a part-time basis, as required, during July and August, in the position of Staffing Co-ordinator.

(b) That an appropriate qualified staff member be seconded to the position of Staffing Co-ordinator from September to December 1993 with salary according to the salary schedule.

12. That Frank Cooke be re-appointed to the position of Assistant Superintendent of Program, for a three-year term, effective 1993 09 01, with salary according to the salary schedule.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Permanent Staff, effective 1993 09 01, with salary according to the salary schedule:

Tracy Allan (E)
Maureen Ash (S)
Natalie Bastow (E)
Erin Birch-Jones (E)
Lori Bourassa (S)
Glen Brown (E)
John Brown (E)
Lesley Chiasson (E)

Trevor Chiasson (E)
William Constable (E)
Rita Corsini (E)
Mark Cuicani (E)
Angela Cutulle (E)
Sandra Davis (E)
Nicolino DiLeo (S)
Lisa Eagleton (E)

Deborah Finn-Flaherty (E)	Jeffrey Moore (S)
Kathryne Foster (S)	Margaret-Mary Morris (E)
Sylvie Francis (E)	Susan Morrone (E)
Paul Giacomelli (E)	Tara Opie (E)
Paul Girard (S)	Michelle Paquette (E)
Edward Gondar (E)	Corrie Pidgeon (S)
Laura Goodale (E)	Richard Piet (S)
Kenneth Hammond (E)	Brian Playfair (E)
David Harper (E)	Stephen Potter (S)
Gary Hewitt (E)	Cherilyn Saliccioli (Section 27)
Lauren Howard (E)	Cynthia Schien (E)
Stephen James (E)	Jody Shaboluk (S)
Patricia Jerome (E)	Elizabeth Sharples (E)
Paul Kislinsky (S)	Kenneth Smith (S)
Christine Ludkin (E)	Mary Sobota (E)
Dee Maharajh (E)	Sharon Stephanian (S)
Janice Maikawa (S)	Jacqueline Trapp (E)
Barbara Maniel (E)	Fiona Valiquette (E)
Joan Massey (S)	John Weare (E)
Kathryn Maudsley (E)	Lois Wichman (E)
Robert Maudsley (E)	Kenneth Williams (E)
Hermon Mayers (E)	Brenda Wood-Martin (E)
Patrick McKenna (E)	Barbara Wynn-Jones (E)
Kathleen Moir (E)	Radia Younes (S)
Allison Montgomery (E)	

3. PROMOTIONS

(a) (i) That the following teachers be appointed to positions indicated, effective as shown, with salary according to the salary schedule:

- Diane Aitken (E), Junior Middle School Consultant – Area 3, 1993 09 01 to 1994 08 31
- Anne Cliffe (E), Junior Middle School Consultant – Area 2, 1993 09 01 to 1994 06 30
- Joseph May (S), Acting Assistant Head of Department – Business, 1993 09 01
- Janice Reese (S), Acting Head of Department – Music, 1993 09 01 to 1994 08 31
- Michael Rehill (S), Acting Head of Department – Music, 1993 09 01
- Linda Walker (S), Early and Formative Years Consultant – Area 1, 1993 09 01 to 1994 08 31

The following appointment was deferred to and approved at the 1993 06 23 Special Meeting of the Board

Charles Waterman (E), Area Supervisor – Area 3, 1993 09 01 to 1994 08 31

(Replacements)

(ii) That Barbara Jepson be appointed to the position of Acting Principal of an Elementary School, effective 1993 09 01, with salary according to the salary schedule. (Replacement)

(iii) That Margaret Bowman be appointed to the position of Acting Principal of a Secondary School, effective 1993 09 01, with salary according to the salary schedule. (Replacement)

(iv) That Kenneth Griffin be appointed to the position of Acting Vice-Principal of an Elementary School, effective 1993 09 01, with salary according to the salary schedule. (Replacement)

4. INTERNAL APPOINTMENTS

(a) That the following staff be appointed to the position stated, effective as shown, with salary according to the salary schedule:

Margaret Bennett, Second Secretary Elementary School (Grade 4, Clerical and Technical Staff), 1993 04 19 (.5) (Replacement)

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective 1993 09 01, with salary according to the salary schedule:

John Brown (E), 1.0 to .5

Gayle Detenbeck (S), 3/6 to 6/6

Kenneth Durkacz (S), 4/6 to 6/6

Suzanne Dykeman (S), 3/6 to 5/6 (3/3 Sem. 1, 2/3 Sem. 2)

Linda Evans (S), 6/6 to 4/6 (2/3 Sem. 1 and 2)

William Holinaty (S), 6/6 to 3/6 (3/6 Sem. 1 and 2)

Kim Hutt-Taylor (S), 6/6 to 3/6 (Full Time Sem. 2 Only)

Joan Massey (S), 5/6 to 4/6 (2/3 Sem. 1 and 2)

Adele Schiedel (S), 3/6 to 5/6 (3/3 Sem. 1, 2/3 Sem. 2)

Barbara Tkach (S), 2/6 to 4/6 (2/3 Sem. 1 and 2)

Henry Vermeulen (S), 5/6 to 6/6

6. RETIREMENTS

(a) That the resignations of the following teachers, for the purpose of retirement, effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid:

William Spragg (E)

Sylvia Torrance (S)

(b) (i) That the resignation of Joy Williams for the purpose of retirement from the position of Educational Assistant, (Educational and Lunchroom Assistant Staff), effective 1993 06 30, be accepted with regret and that the Board's gratuity be paid.

(ii) That the resignation of Carol Tanner for the purpose of retirement from the position of Educational Assistant ((Educational and Lunchroom Assistant Staff), effective 1993 06 30, be accepted with regret.

7. LEAVING EMPLOYMENT

(a) That the date for the following staff to leave the employ of the Board be approved:

Heather Hamilton, Second Secretary Elementary School (Grade 4, Clerical and Technical Staff), 1993 06 01

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Lisa Clarke (E), 1993 08 02 to 1994 04 01

Theodore Connor (S), 1993 09 01 to 1994 08 31

Susanna Costa-Popovich (E), 1993 08 23 to 1994 04 22

Eleanor Gallagher (S), 1993 07 01 to 1993 11 26

Sherry Halla (E), 1993 09 07 to 1994 03 14

David Jeffrey (E), 1993 06 10 to 1993 08 31

Thomas Leavitt (S), 1993 09 01 to 1994 08 31

Angela Leone-Camilleri (E), 1993 07 19 to 1994 01 28

George Omorean (S), 1993 09 01 to 1994 01 28

Rose Orta (S), 1993 07 01 to 1994 01 14

Darlene Smith (E), 1993 07 01 to 1993 10 27

Lauren Tindall (E), 1993 09 01 to 1994 08 31

Robert Van Wyck (E), 1993 09 01 to 1994 08 31

Michael Wilmot (E), 1993 05 31 to 1993 12 31

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Joanne Castle (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 06 03 to 1993 12 17

Marjorie Hesk (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 09 06 to 1994 01 28

Norma Rookwood (Secretary Elementary School, Clerical and Technical Staff), 1993 08 04 to 1994 04 05

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Jane Aitken (E), 1993 09 01 to 1993 12 31
Douglas Burton (E), 1993 09 01 to 1994 08 31
Joyce Cooper (E), 1993 02 02 to 1993 06 30 (1.0)
Sandra Dunsdon (E), 1993 09 01
Geraldine Francis (E), 1993 09 01 to 1994 08 31
Victoria Goettler (E), 1993 09 01 to 1993 12 31
David Hamilton (E), 1993 09 01 to 1994 08 31
Sandra Holmes (S), 1993 09 01 to 1994 01 28
Robert Hutchison (E), 1993 09 01 to 1994 08 31
Ellen Knapp (E), 1993 09 01 to 1993 12 31
Jeannette Macynski (E), 1993 09 01 to 1994 08 31
Caroline McGinnis (E), 1993 09 01
Dale Obermeyer (E) 1993 09 01 to 1994 08 31
Sharon O'Halloran (E), 1993 09 01 to 1994 08 31
Wendy Wilson (E), 1993 09 01 to 1994 08 31

(b) That the request of Terri Whitworth (Educational Assistant, Educational and Lunchroom Assistant Staff) for an extension of a Leave of Absence, effective 1993 09 01 to 1994 01 31, be granted.

Secondment

(a) That the request of the Ministry of Agriculture and Food to second Bruce Quinn (E) for the position of Agriculture in the Classroom Consultant, effective 1993 09 01 to 1994 08 31, be approved.

Return from Leave of Absence

(a) (i) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective as shown:

Steve Barrs (S), 1993 09 01
Laura Cassano (E), 1993 05 03
Lynette Gossen (E), 1993 09 01
Sylvia Holinaty (S), 1993 09 01 (.5)
John Kirkland (S), 1993 09 01
Wendy Martin (E), 1993 09 01 (.3)
Gisele Portelance (E), 1993 06 30
Maria Rikic-McCarthy (S), 1993 06 07
Alison Tweedy (E), 1993 09 01
Flora Tzaras (E), 1993 05 03
Mary Welsh (S), 1993 09 01 (.5)

(ii) That the Return from a Leave of Absence, effective 1993 09 01, granted to Victoria Goettler (E) at a previous meeting, be rescinded.

(b) That the following staff be returned from their Leaves of Absence, effective as shown:

June Byrne (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 09 20

Tina Sturgess (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 05 31

Leave of Absence – Date Change

(a) That the effective dates of the Leave of Absence granted to Christine Tate (E) at a previous meeting, be changed to 1993 04 30 to 1993 12 03.

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Derek Armstrong (E), 1993 04 19 to 1993 06 29 (.5)

Christine Columbus (E), 1993 01 04 to 1993 03 10

Gary Compton (S), 1993 04 14 to further notice

Joseph DiDonato (S), 1993 05 23 to 1993 06 29

Marty Everding (E), 1993 04 14 to 1993 05 05

Blair Ferguson (E), 1993 04 27 to 1993 06 29

Robert Forshaw (S), 1993 04 13 to further notice

Leigh-Anne Gower (E), 1993 03 10 to 1993 04 16 (1.0)

1993 04 19 to 1993 05 14 (.5)

Janette Heaven (E), 1993 05 17 to 1993 06 29

Julie Horne (E), 1993 05 10 to further notice

Denise Jalbert (S), 1993 04 08 to further notice

Kathy Laurencik (E), 1993 05 10 to 1993 06 29

Gregory Moore (E), 1993 04 19 to 1993 06 29

Alison Sawatzky (E), 1993 04 13 to further notice

Brenda Southward (E), 1993 05 21 to 1993 06 29

Mary Vallance (E), 1993 04 30 to 1993 05 28

10. OTHERS

Job Sharing

(a) That the request of Sylvia Holinaty (S) and William Holinaty (S) to job share according to Article 6.78 of the O.S.S.T.F. Collective Agreement (Part-Time Teaching), effective 1993 09 01 to 1994 08 31, be granted.

Relinquishment

(a) That the request of Hugh Fiddes to relinquish his position as Head of Department (Physical and Health Education), effective 1993 09 01, be approved.

Transfer

(a) That the request of Teresa Law to transfer from the Elementary Panel to the Secondary Panel, effective 1992 09 01, approved at a previous meeting, be rescinded.

Exchange

(a) That the request of Alexandra Aziz (S) for an exchange with a teacher from Alberta, for the period 1993 09 01 to 1994 08 31, be approved, subject to the condition that a suitable teacher from Alberta can be arranged through the Ontario Foundation for Educator Exchange.

* * * * *

2. That the following request for "Four Over Five" Plan be approved:

(a) That approval be granted for the request of Carol Mulholland (E) for a Leave of Absence under the Salary Holdback Plan ("Four Over Five Plan") of the Collective Agreement, effective 1997 09 01 to 1998 06 30 (1997-98 School Year).

3. That the Report on the "Results of the 1992-93 Principal and Vice-Principal Selection Process" be received for information and that a Report on a revised process be brought to the Personnel and Organization Committee for approval on or before the November 1993 meeting.

Clause 4. deferred to and amended at the 1993 06 23 Special Meeting of the Board

4. That the appointment of Richard Binns as Superintendent of Schools be renewed, effective 1993 08 01, for a five-year term, subject to a mutually agreeable contract.

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 06 10

ADDENDUM

The following motion was considered at the 1993 06 10 meeting of the Personnel and Organization Committee and was Lost:

GENERAL

1. That no action be taken on Clause 7(a) (i) regarding the Report of the Affirmative Action/Employment Equity Committee.

REPORT OF THE SPECIAL IN-CAMERA MEETING OF THE PERSONNEL AND ORGANIZATION COMMITTEE

Present: Trustees Stewart (Chairman), Allen, Darby, Hicks, Hill and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Patenaude, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), B. Sinclair (Superintendent of Human Resources), R. Orlando (Superintendent of Plant) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the "Report on Replacement Needs – ERIP, Plant Department" be deferred to the September meeting of the Personnel and Organization Committee.

2. That the verbal Update – Superintendent of Human Resources be received for information.

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 06 17

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 06 23

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Desmarais, Hicks, Hill, Johnston, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Stewart and Wilson.

Officials Present: D. W. Goodridge, (Director of Education and Secretary) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Darby, Korz, Rodgers and Rogers.

GENERAL

The Board met in-camera where the Verbal Update from the Director regarding the Restructuring Plan was received for information.

The public meeting convened at 20:40 hours.

Moved by Mr. Stewart, seconded by Mrs. Lowe: That the Report of the Special In-camera Meeting of the Personnel and Organization Committee be adopted. Carried

ELEMENTARY/SECONDARY

Moved by Mr. Stewart, seconded by Mr. Allen: That the following Clauses, deferred from the 1993 06 10 Report of the Personnel and Organization Committee, be adopted:

1. That the following recommendation of the Director of Education be approved as presented:

3. PROMOTIONS

(a) (i) That the following teacher be appointed to position indicated, effective as shown, with salary according to the salary schedule:

Charles Waterman (E), Area Supervisor – Area 3, 1993 09
01 to 1994 08 31
(Replacement)

* * * * *

2. That the appointment of Richard Binns as Superintendent of Schools be renewed, effective 1993 08 01, for a five-year term, subject to a mutually agreeable contract.

Moved in amendment by Mrs. Hill, seconded by Mrs. Bishop: That “of Schools” be deleted from Clause 2.

Trustee Mulholland requested that the Clauses be voted on separately.

Clause 1. was put to a vote and was Carried.

The amendment to Clause 2. was put to a vote and was Carried.

Clause 2., amended as follows, was put to a vote and was Carried.

2. That the appointment of Richard Binns as Superintendent be renewed, effective 1993 08 01, for a five-year term, subject to a mutually agreeable contract.

Trustee Stewart took the opportunity to express his appreciation to the staff responsible for organizing the Retirement Banquet, noting the festivities at the Sheraton Hotel showed respect for the retirees and honoured their years of dedicated service. He urged the Board to always provide a retirement reception of this status.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

**REPORT OF THE SPECIAL IN-CAMERA MEETING OF THE
PERSONNEL AND ORGANIZATION COMMITTEE**

Present: Trustees R. Stewart (Chairman), Allen, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Lowe, Mason, Mulholland, Orban, Patenaude and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That Richard Binns, presently Superintendent of Schools, be assigned to the position of Superintendent of Human Resources, effective 1993 09 30.

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 06 23

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 06 30

The Board met.

Present: Trustees M. Cunningham (Chairman), Allen, Bishop, Desmarais, Hill, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Patenaude, and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Orlando (Superintendent of Plant), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Secretary of the Board announced that regrets for not attending were received from Trustees Darby, Hicks, Lowe, Rodgeron and Rogers.

Chairman Cunningham received permission from the members to conduct the in-camera session prior to the public meeting. The Board then met in-camera and the following action was taken:

Moved by Mrs. Hill, seconded by Mr. Korz: That the General Part of the Report of the Salary Committee be adopted.

At Trustee Mulholland's request, the motion was put to a recorded vote and was Carried. Those in favour: Trustees Korz, Orban, Desmarais, Mason, Hill, Bishop, Paquin, Patenaude, Allen, Stewart, Johnston and Cunningham; those opposed: Trustee Mulholland.

Other action taken by the Board is not included in this public record of the in-camera session as the subject-matter under consideration involved decisions in respect of negotiations with

employees of the Board [Section 183 (1a) (d) of the Education Act].

The public session resumed at 19:45 hours.

Moved by Mr. Korz, seconded by Ms. Orban: That the Report of the Rules and Regulations Committee, including the amendments to the Board's Rules and Regulations, be adopted as presented to the members.

The Chairman agreed with a suggestion that these items be dealt with on an individual basis.

Responding to queries relative to Clause 1, Trustee Cunningham explained it was her understanding from the Committee meeting that the "flavour" of the debate would be omitted in this new format of minute taking with only the motion and decision transcribed in the minutes. Concern was expressed that under Freedom of Information legislation, not only minutes but shorthand notebooks have been subpoenaed. She believed the recording secretaries should record only the motions and decisions rendered, as untranscribed material could be subpoenaed and used against the Board.

Trustees speaking in opposition to the Clause stated the recorded discussion of the trustees and officials was important both for information purposes and in understanding why a particular decision was made.

When it was suggested that several different formats be considered in the two month trial period, Mr. Goodridge noted the impact on the staff involved. He felt it was important that they have input into, and an opportunity to be comfortable with, that change. Mr. Goodridge believed this motion allows flexibility to meet the needs of the Board and help staff adapt appropriately.

When Trustee Cunningham recollected that the intent of the Committee's recommendation was that only the motion and action would be recorded during the trial period; Trustee Bishop remarked that the motion does not reflect that intent and she con-

tinued to urge consideration of different formats with a review component.

Some Trustees were in favour of a two month's trial period in order to seriously look at other ways of doing business; some favoured our present format as more than adequate. One Trustee stipulated that only one, not several, formats be considered at this time.

Commenting on the trustees' dependency upon detailed minutes to make "sense of motions" passed at ad-hoc committees, Trustee Korz noted he would be voting against this aspect of his own notice of motion as he considered this to be ill-advised. While he found the legal question to be interesting, he also felt the Board would be at a disadvantage should members of the gallery tape-record a meeting.

In view of the problems facing the Board this Fall , e.g. Social Contract, a Trustee stated it is critical for trustees to have accurate records and this would be a step in the wrong direction.

Acknowledging detailed minutes can be beneficial, the Chairman remarked that they can also place the Board in an awkward position under questioning in a court of law. In closing she commented that we are probably the only Board that still has detailed minutes.

Clause 1 was put to a vote and Lost.

Standing and Special Committees

Clause 2(a) was put to a vote and Carried.

Clause 2(b) was put to a vote and Carried.

Relative to Clause 2(c), Trustee Cunningham explained that part of the problem emanates from added items to the Standing Committee Agendas after the Chairs' Committee meeting, without following the proper procedure or providing sufficient information, which handicaps the Committee Chairmen and the officials in their preparations. Also, some items can be handled by an official without having to go to Committee.

Discussion revealed that the trustees believed that adhering to our own rules would resolve the problems with added agenda items. They were, however, reluctant to delete the provision of an emergency two-thirds' vote to allow discussion of an added item.

Moved in amendment by Mr. Desmarais, seconded by Trustee Hill:

That Clause 2(d) be amended to include: "except with the consent of two-thirds of the trustees present and voting."

Trustee Cunningham explained the current procedure for placing items on the agenda is to call the Chairman of the Committee and then the Office of the Secretary is advised. Should the request be denied, it was suggested that the trustee request a two-thirds' majority vote at the committee to consider the item or present a Notice of Motion at Board.

A Trustee suggested that better policing by both trustees and senior officials would also avoid unnecessary "laydowns" at the meetings while another Trustee stressed the importance of trustees receiving all information in advance with the agenda.

Moved in amendment to the amendment by Dr. Johnston, seconded by Ms. Orban:

That Clauses 2 (c) and (d) be referred back to the Rules and Regulations Committee.

Trustee Korz suggested that rather than referring it back to the Committee, trustees be required to submit a one page summary of background information on the issue they wish placed on an agenda. He proposed that a change of wording may correct the situation, i.e. "That same be included in the notice calling such meeting".

Another Trustee noted more efficient use of our own rules such as tabling or referring could be used if insufficient information is provided on an item.

The motion to refer was put to a vote and Carried.

Budget Review Committee

The Chairman agreed that the clauses dealing with the Operation and Finance Committee should be voted on as a package with Clause 2(f) being voted on before Clause 2(e).

In response to Trustees' questions and concerns, Mr. Shewfelt assured the members that the budget process would remain the same except it would involve a Standing Committee and provide a greater opportunity to dialogue over a longer period of time (6-8 months). He also believed the overall financing of the Board's operations must be considered on an 'almost' monthly basis, into which would be built a process for reporting back to the Board the expenditures and revenues after budget approval.

When Trustee Desmarais commented on the need to recognize that exclusive jurisdiction applies to both the French and English Sections of the Board in Clause 2 (f) – 91(c), Trustee Korz explained the provision is in the Education Act.

Clause 2(f) was put to a vote and Carried.

Clause 2(e) was put to a vote and Carried.

Mandates of Standing Committees

Clause 2(g)- 76 was put to a vote and Carried.

Clause 2(g)- 77 was put to a vote and Carried.

Clause 2(h) was put to a vote and Carried.

Clause 2(i) was put to a vote and Carried.

Clause 2(j) was put to a vote and Carried.

Ad-Hoc Committees

Citing examples of precedent, several Trustees spoke in opposition to limiting ad hoc committees to a 19:00 hours starting time and advocated more flexibility.

Clause 2(k) was put to a vote and Lost.

Trustee Stewart requested that consideration be given to including in our Rules a requirement for trustees to stand during a recorded vote.

Moved by Mr. Mulholland, seconded by Dr. Johnston:

That the issue of requiring trustees to stand during a recorded vote be referred to the Rules and Regulations Committee. Carried.

Moved by Dr. Johnston, seconded by Mr. Mulholland:

That the General Part of the Report of the Special Meeting of the Operations Management Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE RULES AND REGULATIONS COMMITTEE

Present: Trustees G. Korz (Chairman), Desmarais, Hicks, Hill, Rodgeron, Rogers and Cunningham.

Also Present: Trustee Mulholland.

Officials Present: D. Goodridge (Director of Education and Secretary) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

Clause 1. Lost at 1993 06 30 Special Board

1. That the Director of Education and the Assistant to the Secretary of the Board develop a new shortened format for recording/transcribing minutes to become effective September, 1993, on a trial basis, to be reviewed after two months.

2. That the following amendments to the Rules and Regulations of the Board be approved, effective 1993 07 01:

COMMITTEES – STANDING AND SPECIAL

(a) That the Development Committee be known as the **PROGRAM COMMITTEE**.

(b) That the Operations Management Committee be known as the **OPERATIONS AND FINANCE COMMITTEE**.

Clause (c) referred back to the Rules and Regulations Committee at 1993 06 30 Special Board

(c) 66.- (DELETED)

No matter shall be debated, entertained or considered by any Standing Committee of the Board, unless written or oral notice of intention to introduce such matter has been given to the Secretary of the Board not less than 48 hours prior to the time of such meeting and the same has been referred to in the Notice calling such meeting, except with the consent of two-thirds of the trustees present and voting.

Clause (d) referred back to the Rules and Regulations Committee at 1993 06 30 Special Board

(d) 66.- (NEW)

No matter shall be debated by any Standing Committee of the Board unless such matter has been referred to in the notice calling such meeting.

Budget Review Committee

(e)[91. (a) The Budget Review Committee shall be struck at the first meeting of the Board. – **DELETED**]

[91. (b) The Committee shall consist of all members of the Board. – **DELETED**]

(f)That the following Rule be re-worded and **TRANSFERRED** to the mandate of the Operations and Finance Committee (77.) to indicate responsibility for the supervision of the budget review process:

91. (c) [This Committee shall be responsible for – **DELETED**] a detailed review of the annual Board Budget and making recommendations to the Board, ensuring that the matters which are within the exclusive jurisdiction and the matters which are outside the jurisdiction of the French Language Section are provided for.

MANDATES OF STANDING COMMITTEES**Operations and Finance Committee**

(g)76. The Committee shall have responsibility, subject always to approval of the Board, for ensuring that all aspects of the Board's current operations including financial management, [program and service delivery – **DELETED**], management of plant, current automation, etc. are effectively supervised and are in accordance with the Education Act and the Rules and Regulations of the Board.

77. (j) regulate, supervise and conduct the operations of the schools [including the deployment of all staff within these schools – **DELETED**].

(h) 77. – **(NEW)**

The Operations and Finance Committee shall be responsible for directing the development, implementation and review of all policies of the Board.

Program Committee

(i)That the following Rules be **TRANSFERRED** from the mandate of the Operations and Finance Committee to the mandate of the Program Committee (72.) and subsequent clauses re-numbered.

76. "program and service delivery" [phrase deleted from 76. above]

77. (k) evaluate existing curricula and programs on an on-going basis.

77. (l) select appropriate textbooks and other learning resources.

Personnel and Organization

(j) That the phrase, "the deployment of all staff within the schools", deleted from

77. (j) above, be **TRANSFERRED** to the mandate of the Personnel and Organization Committee (82.) and subsequent clauses re-numbered.

Ad Hoc Committees

Clause (k) Lost at 1993 06 30 Special Board

(k) 93. (f) – (NEW)

Ad-hoc committee meetings shall commence at 19:00 hours.

Respectfully submitted

G. KORZ
Chairman

Committee Room

1993 04 19

1993 06 09

REPORT OF THE SALARY COMMITTEE

Present: Trustees S. Hill (Chairman), Hicks, Korz, Lowe, and Cunningham.

Official Present: D. Russon (Manager, Employee Relations).

GENERAL

The Committee recommends:

1. That, effective 1993 07 01, the benefit package for Senior Officials be increased to provide for the following improvements:

(a) **Vision Care** to be increased to \$185.00 every two years.
(previously \$175.00 every two years)

(b) **Dental Coverage**

(i) Increase to the 1992 O.D.A. rate schedule. (previously 1991 O.D.A. rate schedule)

(ii) Major Restorative – reimbursement level to be increased to 75%. (previously 60% reimbursement level)

Respectfully submitted

S. HILL
Chairman

Committee Room
1993 06 28

**REPORT OF THE
SPECIAL MEETING OF THE
OPERATIONS MANAGEMENT COMMITTEE**

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban and Cunningham.

Also Present: Trustees Allen, Bishop, Hill, Mason, Mulholland, Paquin, Patenaude and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Orlando (Superintendent of Plant), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following Report of the Transportation Committee be approved:

(a) That the Report regarding Rifle Range Road/Ewen Road – Prince Philip School be received for information and that the following direction regarding a double bus run be approved in order to take advantage of existing services:

(i) That effective 1993 09 01 transportation be provided for students in the Binkley neighbourhood north of Main Street to Prince Philip School within the following parameters:

- . that transportation is based on bus availability, capacity and number of students
- . that the provision of this transportation is temporary and is to be reviewed annually
- . that there is no additional cost to the Board
- . that Junior Kindergarten or Senior Kindergarten students will not be provided with noon hour transportation.

b) That the Report on Criteria for safe and unsafe conditions be received for information.

c) That the research material regarding accidents involving children be received for information.

d) That the Report regarding elimination of grants for short term injuries effective September, 1993 (Ministry of Education and Training Memo 1993:B5) be received for information and the following recommendation approved:

i) That the Transportation Policy be amended to delete transportation for short-term disabilities effective September, 1993, for Primary/Junior, Middle and Secondary Schools.

e) That the Report on Staggered Hours/Double Runs be received for information.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 06 30

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 07 05

The Board met.

Present: Trustees Cunningham (Chairman), Allen, Bishop, Darby, Hicks, Hill, Johnston, Korz, Lowe, Mason, Orban, Patenaude, Rodgers, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), R. Orlando (Superintendent of Plant), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Secretary of the Board noted regrets for being unable to attend this evening's meeting were received from Trustees Desmarais, Paquin and Rogers.

GENERAL

Moved by Mr. Allen, seconded by Ms. Orban: That the General Part of the Report of the Special Meeting of the Personnel & Organization Committee be adopted.

Moved in amendment by Mrs. Bishop, seconded by Mr. Stewart: That Clause 1(a) from the Addendum be lifted into the body of the report. Lost.

The motion was put to a vote and was Carried.

Prior to the presentation of a Report regarding the "Social Contract", Trustee Lowe commented on the critical issues out-

lined in the Report which make changes in our system inevitable and decisions very difficult.

Moved by Mrs. Lowe, seconded by Ms. Orban: That, relative to the organizational configuration of the Board administration, the Director of Education and Secretary of the Board be authorized to continue to develop Stages II and III of the "Restructuring Plan" and that Reports be presented to the Board for approval as appropriate.

Noting this item was not on the agenda, the Chairman called for and received the required two-thirds majority vote to consider the motion.

The Chairman clarified the intent of the motion is to reflect in the minutes of the Board that the Director has been given direction to continue with the restructuring plans for this Board.

The motion was put to a vote and was Carried.

In providing an overview of the Report, Mr. Goodridge noted the grant reduction of approximately \$12 million for the Hamilton Board as indicated in the correspondence from the Ministry of Education and Training to School Boards regarding the Social Contract (Bill 48). He said trustees and Board employees as well as the community should be made aware of the financial implications of this legislation on the system. Mr. Goodridge alluded to "informal talks" about this issue with some employee groups at a recent Director's Forum.

Moved by Mrs. Hill, seconded by Mrs. Bishop: That the Board continue to sit past 23:00 hours. Carried

Mr. Sinclair reviewed the details of Bill 48 as outlined in the Report.

Responding to an inquiry, Mr. Sinclair advised that Pay Equity has been achieved under the Act with the majority of the Board's employee groups; however, there are one or two employee groups with outstanding claims.

Mr. Sinclair clarified that, while the government has provided a 20% rebate "incentive" for school boards which have reached agreements with their local groups, the Federations/Unions have directives from their provincial leaders which preclude entering into such talks.

Trustees suggested this government was attempting to initiate conflict between the local and provincial Federations/Unions. The necessity of the Board maintaining a collaborative, co-operative model and providing an opportunity to exchange ideas was stressed.

Mr. Sinclair concurred with trustees' sentiments that there are many complicating factors in the legislation, i.e. if there is no local agreement reached in less than a month's time, how will the Board work around 12 days off for staff, how will the necessary services be covered, etc. He confirmed that the Board is not in active negotiations with any employee group at the present time.

Mr. Shewfelt introduced the financial portion of the Report. In response to questions, he pointed to two main factors which have financial impact: this legislation was announced after the Board had set its 1993 budget and the government's apparent assumption that the local taxpayer will not be adversely affected (financially) for the reduction in grants. Mr. Shewfelt noted the Board will qualify for the reduced target amount of \$9,578,315 if we achieve some local agreements in accordance with the Sectoral Plan.

Trustee Hill urged that the expenditures in the 1993 budget be revised to reflect the reduction in grants and stated her intent to make a motion to that effect at an appropriate time.

Replying to a further question, Mr. Sinclair said overtime is being compensated through lieu time wherever possible. He added that the Board is being perceived as "in violation" of Collective Agreements by not filling job vacancies in some areas.

Mr. Shewfelt responded to a question that the Officials are attempting to grasp the entire situation, noting that the 1994 bud-

get and the Social Contract will eventually be melded together when more definitive information is available.

Mr. Goodridge advised the members that employee groups have been informally notified of tonight's presentation to the Board. If the recommendations are adopted tonight, the Superintendent of Human Resources will arrange for telephone calls to the leaders of the various employee groups, followed by formal correspondence indicating the Board's desire to meet.

Trustee Hill suggested direction be given to the system to exercise restraint with their expenditures to make an unbearable situation workable.

In expressing his appreciation to Mr. Shewfelt and staff for the clear presentation on a difficult issue, it was moved by Mr. Korz, seconded by Mrs. Rodgeron:

That the Report regarding the Social Contract be received for information and the following recommendations approved:

1. That a Social Contract team, reporting directly to the Board, be constituted to represent the Hamilton Board in local negotiation. Team membership

to include the Chairman and Vice-Chairman of the Board, Director, Superintendent of Human Resources, Superintendent of Finance and the Manager of Employee Relations.

2. That a schedule of meeting dates with Unions, Teacher Federations and Non-Union groups be established, consistent with the present deadline for reaching a local agreement.

3. That the Social Contract team be authorized to enter into a tentative agreement under the terms of Bill 48, that is consistent with the expenditure reduction targets of the Government. The local agreement shall be subject to Board ratification.

4. That a Special Meeting of the Board be set for Monday, 1993 07 26, to receive a report on local negotiations.

5. That the Social Contract team recommend to the Board as soon as practicable a plan to implement the "fail-safe" provisions of the Social Contract legislation in the event that there is no sectoral or local agreement.

Trustee Mason requested the recommendations be voted on separately. Opposing Recommendation 5, she stated her preference for working co-operatively with the employee groups.

Recommendation 1 was put to a vote and was Carried.
Recommendation 2 was put to a vote and was Carried.
Recommendation 3 was put to a vote and was Carried.
Recommendation 4 was put to a vote and was Carried.
Recommendation 5 was put to a vote and was Carried.

Regarding the first recommendation, Trustee Hill clarified that the Vice-Chairman could be replaced by the Chairman's designate.

The Chairman acknowledged the comments from the members and, on behalf of the Board, thanked the Officials for their efforts in the development of the comprehensive Report.

At the conclusion of the public meeting, the Board met in-camera and the following action resulted:

Moved by Mrs. Wilson, seconded by Mr. Korz:

That the report on the Establishment of an Appeal Board concerning the placement of a student by the Identification, Placement and Review Committee be received for information and the following recommendations approved:

(a) That the Board of Education for the City of Hamilton establish an Appeal Board in accordance with the relevant clauses of Regulation 554/81.

(b) That the following individuals be appointed to a Special Education Appeal Committee to hear an appeal submitted by a child's parents:

Donald Reilly, Superintendent of Special Services, Niagara South Board of Education(retired)

Kenneth Bain, Area Supervisor, Hamilton Board of Education

Sylvia Trott, Representative of the Learning Disabilities Association, Hamilton-Wentworth Chapter.

Carried.

ELEMENTARY/SECONDARY

Moved by Mr. Stewart, seconded by Mrs. Mason: That the Elementary/Secondary part of the Report of the Special Meeting of the Personnel & Organization Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

**REPORT OF THE
SPECIAL MEETING OF
THE PERSONNEL AND ORGANIZATION COMMITTEE**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill and Cunningham.

Also Present: Trustees Bishop, Johnston, Korz, Lowe, Mason, Orban, Patenaude, Rodgers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), F. Cooke (Assistant Superintendent of Program), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendations of the Director of Education be approved as presented:

3. PROMOTIONS

(a) That Janice Tomlinson (E) be appointed to the position of Program Coordinator – Special Education, effective 1993 09 01, on a term basis which is subject to discussion with the Branch Affiliates, with salary according to the salary schedule. (Replacement)

(b) (i) That Christine Chutko be appointed to the position of Training Assistant (Grade 8, Clerical and Technical Staff), on a two-year term basis, effective 1993 07 06, with salary according to the salary schedule. (New Position)

(ii) That Mary Ann Martin be appointed to the position of Cook (Caretaking and Maintenance Staff), effective 1993 08 30, with wage rate according to the Collective Agreement. (Replacement)

4. INTERNAL APPOINTMENTS

(a) (i) That Halina Sims (E) be seconded to the position of Staffing Coordinator, effective 1993 09 01 to 1993 12 31, with salary according to the salary schedule. (Replacement)

(ii) That Robert Chapman (S) be appointed to the position of Program Department, Special Assignment – Assessment/Evaluation and Reporting, effective 1993 09 01 to 1994 08 31, with salary according to the salary schedule. (New Position)

7. LEAVING EMPLOYMENT

(a) That the date for the following staff to leave the employ of the Board be approved:

William Turnbull (Caretaking and Maintenance Staff), 1993 07 05

8. LEAVES

Leave of Absence

(a) That the request of Joanne Reitzel (Psycho-educational Consultant, Professional Student Services Personnel), for a Leave of Absence, effective 1993 09 01 to 1995 08 31, be granted.

2. That the Report on the Workload Study – Plant Department conducted by Daniels Associates, Inc. be referred to the Officials and that a Report be brought to the November meeting of the Personnel and Organization Committee.

3. That, effective 1993 07 05 and until further notice, no person shall be hired from outside the Board's current employee list to fill a permanent vacancy on the non-teaching staff without the express approval of the Board.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That Janice Tomlinson (E) be appointed to the Probationary Staff, effective 1993 09 01, with salary according to the salary schedule.

3. PROMOTIONS

(a) (i) That Catherine Youngblud be appointed to the position of Acting Vice-Principal of an Elementary School, effective 1993 09 01, with salary according to schedule.

(ii) That Linda Woolfrey-Cooper be appointed to the position of Acting Vice-Principal of a Secondary School, effective 1994 01 28, with salary according to the salary schedule.

(iii) That Eto Corcione be appointed to the position of Principal of an Elementary School, on a temporary basis, effective 1993 09 01 to 1993 12 31, with salary according to the salary schedule.

(iv) That Kathryn Brink be appointed to the position of Vice-Principal of an Elementary School, on a temporary basis, effective 1993 09 01 to 1993 12 31, with salary according to the salary schedule.

(v) That William MacPherson be appointed to the position of Vice-Principal of a Secondary School, on a temporary basis, effective 1993 09 01 to 1994 01 28, with salary according to the salary schedule.

(vi) That the following teachers be appointed to the positions indicated, on a temporary basis, effective as shown, with salary according to the salary schedule:

Susan Dabbs (S), Head of Department – Family Studies, 1993 09 01 to 1994 08 31

Lucy Kisway (S), Assistant Head of Department – Science, 1993 09 01 to 1994 01 28

Graham Worthington (S), Head of Department – Science, 1993 09 01 to 1994 01 28

(vii) That the following teachers be appointed to the positions indicated, effective 1993 09 01, with salary according to the salary schedule:

Karen Colibaba (S), Acting Head of Department – Technical

Paul Daignault (S), Acting Head of Department – Boys' Physical and Health Education

Kathryne Foster (S), Acting Department Head – Girls' Physical and Health Education

Richard Hart (S), Acting Head of Department – Boys' Physical and Health Education

John Scarcelli (S), Acting Head of Department – Technical
(Replacements)

4. INTERNAL APPOINTMENTS

(a) (i) That the appointment of Kenneth Bain (E) to the position of Area Supervisor – Area 2, be extended effective 1993 09 01 to 1994 08 31, with salary according to the salary schedule.

(ii) That Lillian Somerville (E) be appointed to the position of Formative/Transition Years Consultant – Area 1, effective 1993 09 01 to 1994 06 30, with salary according to the salary schedule. (Replacement)

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective 1993 09 01, with salary according to the salary schedule:

Richard Moll (S), 6/6 to 4/6 (2/3 Sem. 1 and 2)

Marlene Weil (E), 1.0 to .7

Evelyn Wilkie (S), 6/6 to 4/6 (2/3 Sem. 1 and 2)

6. RETIREMENTS

(a) That the resignation of Lorna McHugh (E), for the purpose of retirement, effective 1993 06 30, be accepted by mutual agreement with regret, and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT

(b) That the dates for the following staff to leave the employ of the Board be approved:

Leanne Huegel (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 06 30

Carolle Shirley (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 06 30

8. LEAVES**Leave of Absence**

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Karen Baetz (S), 1993 09 01 to 1994 08 31

Cindy Cosentino (E), 1993 08 09 to 1994 02 11

Jeannine Falasca (S), 1993 04 13 to 1993 08 31

Kathryn Goodin (E), 1993 07 28 to 1994 11 23

Arde McGrane (E), 1993 09 01 to 1994 08 31

Lee Raso (S), 1993 09 01 to 1994 01 28

(b) That the request of Beverley Wilson (Secretary, Clerical and Technical Staff), for a Leave of Absence, effective 1993 07 01 to 1994 06 30, be granted.

Leave Extension

(a) That the request of Etta Hertzberg (S) for an extension of her Leave of Absence, effective 1993 09 01 to 1994 01 28, be granted.

Return from Leave of Absence

(a) That the following teachers be returned from their Leave of Absence and assigned teaching duties, effective 1993 09 01, with salary according to the salary schedule:

Barbara Allum (E), (.5)
Ghislaine Dean (S), (3/6 – full time Sem. 1 only)
Ellen Francis (E)
Judith Haskell (E), (.5)
Sarah Lindsay (E)
Marion Liscombe (E)
Linda Paradis (E), (.5)
Gail Rappolt (S)

Leave of Absence – Date Change

(a) That the effective dates of the Leave of Absence granted to Sharon Dorin (E) at a previous meeting, be changed to 1993 06 17 to 1993 12 22.

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown with salary according to the salary schedule:

Dean Brunetti (S), 1993 04 13 to 1993 06 29 (2/3)
Mary Curtis (S), 1993 05 31 to 1993 06 29
Joan DiBerardo (E), 1993 05 17 to 1993 06 29
Sharon Elliott (E), 1993 06 07 to 1993 06 29
Marty Everding (E), 1993 05 10 to 1993 06 02
Andrea Hart (E), 1993 05 25 to 1993 06 29
Lorraine Oliver (E), 1993 05 05 to 1993 06 29 (.5)
Mark Sabourin (E), 1993 06 08 to 1993 06 29
Cheryl Stewart (E), 1993 06 07 to 1993 06 29
Brenda Zarek (S), 1993 04 15 to 1993 06 25

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 07 05

ADDENDUM

The following motions were considered at the 1993 07 05 special meeting of the Personnel and Organization Committee and were Lost:

GENERAL

1. That the following recommendation of the Director of Education be approved:

(a) That David Gallagher (E) be appointed to the position of Executive Assistant to the Director, for a three-year term, effective 1993 09 01, with salary according to the salary schedule. (New Position)

2. That "until further notice" in Clause 3. be changed to "1994 06 30".

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 07 26

The Board met.

Present: Trustees M. Cunningham (Chairman), Bishop, Darby, Desmarais, Hicks, Johnston, Lowe, Mulholland, Orban, Patenaude, Rogers, Rodgerson and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), R. Orlando (Superintendent of Plant), R. Binns (Superintendent of Schools – Area 3) and P. Gillie (Superintendent of Schools – Area 4).

The Secretary of the Board noted regrets for being unable to attend this evening's meeting were received from Trustees Allen, Hill, Korz and Wilson.

The Board met in-camera prior to the public session at 18:15 hours and met in public at 19:00 hours.

GENERAL

Report from the Social Contract Team re Non-Bargaining Unit Plans for Employees of the (a) Senior Management Group and (b) Professional Administrative Support Services (P.A.S.S.)

Moved by Mr. Stewart, seconded by Dr. Johnston: 1. That, in order to achieve expenditure reductions under Bill 48 (Social Contract Act), the Board approve the Plans for the Non-Bargaining Unit employees and that the Plans be posted before 1993 08 01.

2. That the Non-Bargaining Unit Plans be subject to review and modification as a result of any regulations issued under the

Act and any Sectoral Agreement for Schools reached at the provincial level.

The members were apprised that directives from their Provincial leaders prevented the Federations and Unions from entering into local negotiations under the Social Contract Act.

Trustee Mulholland, requesting the record show his opposition to any action taken by the Board regarding Bill 48, stated his belief that the legislation is an immoral intrusion into the Collective Bargaining rights of the employees in this Province, both Union and non-union. He offered that there are savings to be found elsewhere.

Trustee Stewart spoke of the professionalism and co-operation displayed by the Non-Bargaining Unit employees, despite their inherent objection to this legislation, during negotiations with the Social Contract Team. While agreeing with some of Trustee Mulholland's sentiments, Trustee Stewart pointed out that Bill 48 is now law and must be dealt with as such.

The motion was put to a vote and was Carried.

Report from the Social Contract Team

Moved by Mr. Stewart, seconded by Dr. Johnston: That the Report on the Social Contract be received for information and the following recommendations approved:

1. (a) That Officials present to the Board on 1993 09 02 any proposed modifications to the 1993-94 School Year Calendar in order to accommodate the implementation of Bill 48 (Social Contract Act).

(b) That, in the event a Sectoral Agreement for Schools is reached prior to 1993 08 01, negotiations shall continue with employee groups in an effort to reach local agreements prior to the legislated deadline of 1993 08 01.

(c) That, in order to meet the expenditure reductions target established by the Ontario Government, the Board implement the

following “fail-safe” provisions of Part VII of Bill 48 (Social Contract Act) for those employees earning \$30,000 or more per year in a bargaining unit without a 1993 08 01 local agreement:

(i) a three-year salary freeze during the period 1993 06 14 to 1996 03 31 as mandated by legislation.

(ii) up to a maximum of 12 days of unpaid leave of absence in each year of the 3-year period of the Social Contract and information on the schedule of unpaid leaves be presented to the Board on 1993 09 02.

(iii) if the above measures (i and ii) are insufficient to reach the expenditure reduction target, the Board may impose other measures available to it by collective agreement or law to meet the target.

Responding to an inquiry, Mr. Goodridge clarified the “fail-safe” provisions of Bill 48 are incorporated in the recommendations [Clauses (c) (i), (ii) and (iii)] to clearly indicate what the Board is required to do to be in compliance with this legislation if local agreements are not reached by 1993 08 01.

The Chairman responded to trustees’ concerns that any changes to the 1993-94 School Year Calendar would be considered in collaboration with the teacher federations if possible, adding that it is difficult to know what impact the sectoral agreements could have on these discussions. She assured the members that changes would not be effected without Board approval.

The motion was put to a vote and was Carried.

Moved by Mr. Mulholland: That this Special Meeting of the Board be adjourned.

When Trustee Stewart rose to put a motion on the floor, Trustee Mulholland challenged the Chair to take a vote on his motion to adjourn. The motion was put to a vote and was Lost.

Moved by Mr. Stewart, seconded by Dr. Johnston: That the Board’s Social Contract Team be empowered to sign Local

Agreements with the Bargaining Unit groups prior to 1993 08 01, providing the Agreements comply with the Social Contract Act and meet the expenditure reduction target.

Moved in amendment by Mr. Hicks, seconded by Ms. Orban: That the phrase "subject to ratification by the Board" be added to the motion.

The Chairman assured Trustee Hicks that the intent of the motion is to reach generic agreements at this time. Detailed agreements developed after the 1993 08 01 deadline would come to the Board for ratification.

Mr. Hicks offered that the motion does not indicate that direction. While expressing confidence in the Social Contract Team, he felt it critical that the Board ensure consistency among the employee groups.

Trustee Stewart spoke in opposition to the amendment noting the strict timelines over which the Board has no control and pointing to the urgency of reaching agreements to, as the motion states, "meet the expenditure reduction target".

While agreeing that there is some indication that the deadline may be extended to 1993 08 10, Mr. Sinclair offered that the Board should continue to work towards the current legislated deadline of 1993 08 01.

The amendment was put to a vote and was Lost.

The motion was put to a vote and was Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 08 10

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Desmarais, Hill, Johnston, Korz, Mason, Mulholland, Urban, Paquin, Rogers, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Schools – Area 3) and F. Cooke (Assistant Superintendent of Program).

The Secretary announced that regrets for being unable to attend this evening's meeting were received from Trustees Darby, Lowe, Hicks and Rodgers.

Miss Cunningham thanked both the staff and trustees for their attendance this evening on such short notice and acknowledged Trustee Stewart's work on the Social Contract Team.

GENERAL

Sub sector Framework Agreements for:

- (a) Teachers Regulated under the Schools Boards and Teachers' Collective Negotiations Act**
- (b) Non-Teaching Support and Occasional Teachers Sub-Sector**

Mr. Sinclair reported that, on 1993 08 01, representatives of the Ontario government, school boards and public sector unions reached agreement on two Sub-Sectoral Framework Agreements for the Education Sector – one for Statutory Teachers under Bill 100, and the other for Non-Teaching Support Staff and Occasional Teachers.

In reviewing the report from the Social Contract Team, Mr. Sinclair noted that tentative agreements have been reached with 11 of the 12 employee groups. Only O.P.E.I.U., representing Secondary Office Staff and Educational Assistants, has indicated that it must hold a membership vote on the agreement, which may place the agreement in jeopardy because of the mandatory deadline. A tentative agreement was not reached with C.U.P.E., Local 1344 which will now be subjected to the fail-safe provisions of the Act.

If the agreements are ratified by the Board, the Social Contract Team will develop in consultation with employee groups implementation plans on the specific measures to achieve the expenditure reduction targets. These measures are expected to include a freeze on compensation, a number of unpaid leave days and a possible alteration to the school year calendar. Draft implementation plans will be presented to the Board for approval.

To enable members to speak more than once, it was

Moved by Mr. Stewart, seconded by Canon Rogers: That this Special Meeting of the Board resolve into a Committee of the Whole. Carried.

Trustee Hill assumed the Chair.

Trustee Stewart stated his opposition to the local agreements because any reductions or program change considered by the Board is subject to ratification by a Union/Federation and subsequently to an appeal process, all of which could result in the Board's direction being overturned by a dispute adjudicator. He considered this direction to be a total erosion of management's rights and warned about its impact during the upcoming budget.

While admitting she had similar reservations, Trustee Cunningham stated she reluctantly accepted this direction in order to achieve the benefit of the 20% reduction on the target shares of the individual employee groups. While no longer feeling that the result will be "fair and equitable", she indicated her intent to make a motion to accept and ratify the agreements. The

Chairman sincerely thanked the employees for meeting on such short notice and their efforts to negotiate in a semblance of order.

One trustee viewed the government's direction as particularly disturbing suggesting that this provincial government "does not believe in the existence of School Boards" and feeling there were implications for eroding the power, strength and integrity of local Boards.

In response to a question, Ms. Russon, Manager, Employee Relations, referred to the portion of the sub sectoral agreement which specifies that the Social Contract prevents the Board from honouring the November 1993 salary increase negotiated in the C.U.P.E. settlement of January, 1993. Due to the subject matter, Mr. Mulholland declared a conflict of interest and stated that he would not participate in this aspect of the discussion.

Mr. Goodridge commended the consistent approach by Trustees Cunningham and Stewart during these negotiations. This, coupled with their honesty, was appreciated by the employee groups and respected by the Director.

Trustee Mulholland stated his opposition to any action taken by this Board regarding the Social Contract because of its blatant interference in the collective bargaining process.

While most Trustees expressed reluctance to support this proposal because of the "blackmail" aspect and the potential dissension and confrontation among employee groups it could create, some suggested that there was little choice since Bill 48 is law. Offering that to do otherwise would cause chaos, they urged the Board to "hold its nose and vote in favour". The negative impact on the employees if the Board loses the \$2.8 million was emphasized.

It was suggested that measures should be in place to reduce spending outside of Lines 1 and 2 to offset these reductions.

At Trustee Hill's request, Trustee Cunningham assumed the Chair. Trustee Hill asked whether the Board is still eligible to

receive the 20% reduction for all employee groups, noting that 9 of 12 employee groups have reached local agreements.

Trustee Cunningham offered her opinion that those employee groups who had a signed agreement were eligible for the reduced target; employee groups who did not are subject to the fail-safe provisions at the unreduced target figure.

Mr. Shewfelt offered his opinion that, based on the legislation, the Board is eligible for the 20% reduction and that each employee group would be entitled to their fair share of that reduction.

Trustee Cunningham answered a further question that the next round of "negotiations" based on the local agreements are not necessarily tied to Lines 1 and 2. The legislation has become very broad and the addition of "other means of finding money" is a matter of interpretation at this time.

When Trustee Cunningham noted an in-camera session was scheduled to discuss the agreements, Trustee Stewart suggested that a motion to accept this direction in principle be considered at the public meeting prior to convening in-camera.

Moved by Dr. Johnston: That the Committee of the Whole be dissolved and return to the Special Meeting of the Board. Carried.

Referring to the local agreements, it was suggested they be separated into teaching and non-teaching because of potential conflicts of interest.

Trustee Hill assumed the Chair to facilitate Trustee Cunningham's motion to be presented.

When Trustee Stewart thought the original intent of the Board was to determine if the Board wished to follow the government's direction and be part of the sectorial agreements, it was:

Moved by Miss Cunningham, seconded by Mrs. Bishop: That the Board enter into the Social Contract agreements as

reached by the teachers, non-union and other groups represented by the two packages as presented.

Following further reconsideration, Trustee Cunningham withdrew the motion and requested a five minute recess to reword her motion to reflect the question of whether the Board wants to accept the social contracts. After a short recess, it was

Moved by Miss Cunningham, seconded by Mrs. Bishop: That the Hamilton Board of Education enter into negotiations with employee groups in terms of the sub-sectoral agreements as approved by our local groups.

In placing this motion on the floor, Trustee Cunningham indicated there were two choices to consider: Support the motion and negotiate under the sub sectoral agreements or vote against the motion and be subject under Bill 48.

In supporting the motion, Trustee Orban commented on the total savings of \$6.8 million resulting from the incursion of approximately \$4 million to this Board from the teachers' pension fund to lessen the burden of 12 unpaid days for teachers.

Responding to queries, Mr. Shewfelt stated it was his understanding that an offset to the teachers' targets will be received by this Board in the amounts of \$4.4 million and \$2.7 million, in the first and second years, respectively. He explained that the \$2.8 million reduction referred to earlier applies to all employees groups, while these two amounts from the teachers' pension do not.

When Trustee Wilson indicated it was her belief that she should declare a conflict of interest, Trustee Hill maintained that the motion deals generally with the question of whether the Board is prepared to enter into the sub sectoral agreements. The Chairman of the Board concurred that the motion was generic enough in nature that no trustee need to declare a conflict of interest.

Trustee Stewart contended that this latest information on further reductions was out of order and did not relate to this vote as to whether to pursue this direction or not.

The motion was put to a vote and was Carried.

Moved by Miss Cunningham, seconded by Mrs. Bishop:
That the Board meet in-camera to discuss the local agreements.
Lost.

Moved by Miss Cunningham, seconded by Miss Orban: That
the Social Contract Team report to the Board through the Salary
Committee regarding on-going discussions with employee
groups. Carried.

Moved by Miss Cunningham, seconded by Mrs. Bishop:
That the Board ratify the following local agreements, dated 1993
08 09 and 1993 08 10, under the Social Contract Act:

Teaching

- a) H.T.F., representing Elementary School Teachers
- b) O.S.S.T.F., District 8, representing Secondary School Teachers
- c) A.E.F.O., representing G. P. Vanier Secondary School Teachers

Non-Teaching Support and Occasional Teachers

- d) O.P.S.T.F., Hamilton District Occasional Teachers' Branch
- e) O.S.S.T.F., District 8, representing Secondary Occasional Teachers
- f) O.S.S.T.F., District 8, representing Professional Student Services Personnel
- g) O.S.S.T.F., District 8, representing Office, Clerical and Technical Staff
- h) O.P.E.I.U., Local 527, representing Educational Assistants and Lunchroom Assistants
- i) O.P.E.I.U., Local 527, representing Office Employees in Secondary Schools

Trustees Hill, Wilson, Allen and Rogers each declared a conflict of interest and stated they would neither debate nor vote on the motion.

At a member's request, the individual agreements were voted upon separately.

Relative to Clause a), Trustees Hill, Wilson, Rogers and Allen each declared a conflict of interest and stated they would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause b), Trustees Hill, Wilson, Rogers and Allen each declared a conflict of interest and stated they would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause c), Trustees Hill, Wilson, Rogers and Allen each declared a conflict of interest and stated they would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause d), Trustees Hill, Wilson and Allen each declared a conflict of interest and stated they would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause e), Trustees Hill, Wilson and Allen each declared a conflict of interest and stated they would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause f), Trustee Wilson declared a conflict of interest and stated she would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause g), Trustee Mulholland declared a conflict of interest and stated he would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Relative to Clause h), Trustee Rogers declared a conflict of interest and stated he would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

Clause i) was put to a vote and was Carried.

Moved by Miss Cunningham, seconded by Mrs. Bishop:
That the Board ratify the following Non-Bargaining Plans as amended, dated 1993 08 09, under the Social Contract Act:

- a) Professional and Administrative Support Staff
- b) Senior Management Carried.

Moved by Miss Cunningham, seconded by Mrs. Bishop:
That the Adult Basic Education Instructors be covered by the sub-sectoral agreement framework (Social Contract Act) for administrative support and occasional teachers, dated 1993 08 01.
Carried.

Moved by Miss Cunningham, seconded by Mrs. Bishop:
That those caretaking and maintenance employees who earn more than \$30,000 annually, excluding overtime pay, represented by C.U.P.E., Local 1344, will be subject, in accordance with the Social Contract Act, to the "fail-safe" provisions of Part VII of the Act because no local agreement with C.U.P.E., Local 1344, was reached.

Mr. Mulholland declared a conflict of interest and stated he would neither debate nor vote on the motion. The motion was put to a vote and was Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 09 02

The Board met.

Present: Trustees Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mulholland, Orban, Paquin, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), E. Bond (Superintendent of Program), N. Nicholls (Superintendent of Schools – Area Two), R. Binns (Superintendent of Schools, Area Three), P. Gillie (Superintendent of Schools – Area Four), R. Lavoie (Superintendent of Schools – French as a First Language) and F. Cooke (Assistant Superintendent of Program).

The Secretary of the Board noted regrets for being unable to attend this evening's meeting were received from Trustees Mason, Patenaude, Rodgerson and Stewart.

A moment of silence was observed in the memory of the late Helen Hubar, Elementary School Teacher, at Red Hill School.

GENERAL

Report from the Director regarding the Social Contract, School Year Calendar

Indicating that the Social Contract Team is intent on keeping the Board informed concerning developments around the Social Contract, Mr. Goodridge asked Superintendent Binns to update the members.

Mr. Binns reported that the Social Contract Team is meeting with all employee groups regarding the financial obligation of each group to meet the Board's target reduction of \$9.2 million. As talks continue, the other aspects that must be addressed are the

number of employees in each group who are exempt by virtue of earning less than \$30,000, the impact of any offsetting monies on each group, the allocation of unpaid days (the number will vary among the groups) and other ways for these groups to reach their financial target.

Mr. Binns stressed that the Board's position when considering any changes to the school year calendar is to not disrupt the education of our students if at all possible. The Social Contract Team is, therefore, considering allocating social contract days outside of the instructional day calendar, i.e. March Break, and will endeavour to protect interview days with parents.

Trustee Mulholland urged the Board to abide by the spirit of the Social Contract, as proven recently in a court of law, that all avenues of lowering the budget should be explored before unpaid days are imposed on employees.

Trustee Cunningham responded that the Social Contract Team has not addressed all the areas Trustee Mulholland listed for consideration for possible cost savings. While emphasizing that consideration will be given to various means of saving money, both by the Social Contract Team and as surfaced the employee groups, she pointed to the unpaid days as one of the major sources in which to reach the Board's target reduction.

Trustees spoke in support of "protecting" the school year calendar as much as possible, urging the Board to announce any plans publicly as soon as possible.

Noting that the Board has 14 fewer teachers on staff than budgeted for, a trustee questioned why the Board could not use these "savings" towards the target figure. Mr. Goodridge pointed out that there are unknown factors that could cause this figure to increase, such as the final enrolment figures reported on 1993 09 30.

A trustee reminded the members that a Provincial arbitrator could over-rule a Board's decision during budget deliberations. The Chairman countered the comment by suggesting that scenario, as suggested at a previous meeting, may have been taken out of context and is an extreme example.

Mr. Goodridge responded to a question that, due to the Provincial teacher federations having applied some of their pension monies towards the deficit, the impact on the teachers at the Hamilton Board between now and 1994 03 31 is estimated at this time to be 3.5 days for elementary school teachers and 4 days for secondary school teachers. The other employee groups, not having had pension monies available to apply to their situations, are looking at additional unpaid days. He concurred this leads to an interpretation of there being "two classes of citizens". Mr. Goodridge emphasized that this information can change depending upon discussions between the Social Contract Team and the various employee groups in the system.

Trustee Cunningham noted that one of the positions the Board has stated with every employee group is that the reduction target of \$9.2 million is permanent and does not end with the conclusion of the Social Contract in three years. She applauded the attitude displayed by each group as they met with the Social Contract Team and expressed confidence that future meetings will surface innovating thinking and provide other areas in which to save money in a more constructive way.

Mr. Goodridge assured the members that, despite the impact of the Social Contract, the restructuring plans will continue to focus on the best interests of students in order to educate them for the Year 2000.

The verbal Report from the Director of Education regarding the Social Contract, School Year Calendar was received for information.

Moved by Ms. Orban, seconded by Dr. Johnston: That the General Part of the Report of the Special Meeting of the Personnel and Organization Committee be adopted. Carried.

At the conclusion of the public meeting, the Board met in-camera to receive the Report of the Appeal Board following its consideration of an appeal by parents regarding their child's placement by the Identification, Placement and Review Committee.

Mr. Goodridge advised the members that the Appeal Board agrees with the placement and therefore dismisses the appeal.

Moved by Mr. Mulholland, seconded by Mr. Allen: That the recommendation of the Appeal Board accepting the original decision of the Identification, Placement and Review Committee of 1993 05 26 be approved and that the Appeal Board now be disbanded. Carried.

FRENCH LANGUAGE SECTION

Moved by Mr. Desmarais, seconded by Mr. Paquin: That the Report of the Special Meeting of the French Language Section be adopted. Carried

ELEMENTARY/SECONDARY

Moved by Mr. Allen, seconded by Mrs. Hill: That the Elementary/Secondary Part of the Report of the Special Meeting of the Personnel and Organization Committee be adopted.

Trustee Mulholland requested that Clause 2. 10 (b) be voted on separately and by recorded vote.

The Report, excluding Clause 2. 10 (b), was put to a vote and was Carried.

Clause 10 (b) was put to a recorded vote and was Carried. Those in favour: Trustees Bishop, Darby, Johnston, Lowe, Orban, Rogers and Wilson; those opposed: Trustees Allen, Cunningham, Hill, Korz and Mulholland.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE SPECIAL MEETING OF THE FRENCH LANGUAGE SECTION

Present: Trustees J. Desmarais (Chairman), Patenaude.

Official Present: R. Lavoie (Superintendent of Schools – French as a First Language).

The French Language Section recommends:

1. That the following recommendations of the Director of Education be approved as presented:

A. STAFFING

1. Probationary Staff Appointments

That the following teachers be appointed to Probationary Staff, effective 1993 09 07, with salary according to the salary schedule:

Elena Barbaresso
Nathalie Lauzon

2. Permanent Staff Appointments

That the following teachers be appointed to Permanent Staff, effective 1993 09 07, with salary according to the salary schedule:

Pierrette Cayen
Serge Giguère
Oscar Parent

Confirmations

That the following teachers be confirmed in the position stated, effective 1993 09 01, with salary according to the salary schedule:

Henri Bigras, Principal
Douglas Clarke, Subject Assistant – Anglais/English
Roger Landry, Department Head – Science
Joanne Mooney, Subject Assistant – Français
Raymond Therrien, Vice-Principal

B. OTHER

1. That the following trip request be approved:

a) Georges-P.-Vanier, Grades 9 to OAC, Stratford ON, Stratford-Avon Theatre, 1993 09 28.

2. That the December meeting of the French Language Section be rescheduled to Monday, 1993 12 06.

Respectfully submitted

JEAN DESMARAIS
Chairman

Committee Room
1993 09 02

REPORT OF THE SPECIAL MEETING OF THE PERSONNEL AND ORGANIZATION COMMITTEE

Present: Trustees B. Allen (Chairman Pro Tem), Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Korz, Lowe, Mulholland, Orban, Patenaude, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language) and F. Cooke (Assistant Superintendent of Program).

The Committee recommends:

GENERAL

1. That the Report on Contracting Statistical Services for 1993-1994 School Year be received for information and the following recommendation approved:

(a) That Owen Jackson be contracted on a short-term basis, during the 1993-1994 School Year, at a cost not to exceed \$20,000.00, to assist in the training of appropriate personnel and in the preparation of the Reports identified in the six areas of planning.

2. That the Report on Section 27 Programs, Dawn Patrol Group Homes Incorporated – Newcombe House be received for information and the following recommendation approved:

(a) That, effective 1993 09 07, the education program at the Dawn Patrol Group Homes Incorporated (Newcombe House) be expanded by one full-time teacher, at no cost to the Board.

ELEMENTARY/SECONDARY

1. That the Staffing Update – Teachers be received for information.

2. That the following recommendations of the Director of Education be approved:

1. PROBATIONARY STAFF APPOINTMENTS

(a) (i) That the following teachers be re-appointed to the Probationary Staff, effective 1993 09 07, with salary according to the salary schedule:

Bruce Adams (E)
Marlo Amy (E)
Annette Bodo (E)
Robert Bukvic (S), 4/6 (3/3 Sem. 1, 1/3 Sem. 2)
Kawong Chung-Shipman (E), .7
Bruce Cooke (S), 3/6 (3/3 Sem. 1 only)
Leslie Cramer (S), 5/6 (3/3 Sem. 1, 2/3 Sem. 2)
Sharon Crechiola (E)
Jyoti de Haan (S), 4/6 (2/3 Sem. 1 & Sem. 2)
Sandra Della Maestra (S), 3/6 (3/3 Sem. 1 only)
Rita DiCenzo (S), 5/6 (2/3 Sem. 1, 3/3 Sem. 2)
Maria Dlugolecki (S), 4/6 (2/3 Sem. 1 & Sem. 2)
Jeannine Falasca (S), 5/6 (3/3 Sem. 1, 2/3 Sem. 2)
Jacqueline Farrington (E)
Cynthia Goodridge (E)
Michelle Gould (E)
Denise Hagger (S)
Victoria Kudrenski (S), 4/6 (2/3 Sem. 1 & Sem. 2)
Heather Moffatt (S)
Cherylin Moses (E), .5
Karen Must (E), .5
Karen Putman (E)
Maureen Reid (E)
Mark Simpson (E)
Carol Sindall (E), .5
Mark Spera (S), 4/6 (2/3 Sem. 1 & Sem. 2)
Pamela Toppan (E)
Kathryn Tuite (E), .5
Wendy Vandenburg (E), .8

16 – Elementary
12 – Secondary
(Replacements)

(ii) That the following teachers be appointed to the Probationary Staff, effective 1993 09 07, with salary according to the salary schedule:

Lorenzo Binotto (S)
Katherine Black (E), .8
Edward Bohn (S) 3/6 (3/3 Sem. 1 only)

Mark Hadala (E), .6
Susan Ingram (S)
Deborah McAlpine (S)
Angela Middaugh (S)
Mark Moses (E)
David Ormerod (S)
Alison Sawatzky (E), .5
Pauline Stavnitzky (S), 3/6 (3/3 Sem. 1 only)
Steven Toth (S)
Tracy Weber (E) .8

5 – Elementary

8 – Secondary

(1 New Position [S])

(1 – Expansion of Section 27 Program [Ministry Funded])

(11 Replacements)

2. PERMANENT STAFF APPOINTMENTS

(a) That the following teachers be rehired and appointed to the Permanent Staff, effective 1993 09 07, with salary according to the salary schedule:

Sandra Levy (E), .4
Patricia McEachren (S), 3/6 (3/3 Sem. 1 only)
Penelope Mitton (E)
Louise Morissey (S), 4/6 (3/3 Sem. 1, 1/3 Sem. 2)

2 – Elementary

2 – Secondary

(Replacements)

3. PROMOTIONS

(a) That Brian Henderson be re-appointed to the position of Acting Head of Department (Science), effective 1993 09 01, with salary according to the salary schedule. (Replacement)

(b) That the appointment of Kathryn Brink to the position of Vice-Principal of an Elementary School, on a temporary basis, effective 1993 09 01 to 1993 12 31, granted at a previous meeting, be deferred.

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective 1993 09 01, with salary according to the salary schedule:

June Baxter (E), .5 to .7

Colleen Kurtz (E), .7 to 1.0
Judith Lampman (E), .1 to .2
Christine Rees (E), .7 to .8
Katherine Scarth (S), 5/6 to 6/6
(Replacements)

7. LEAVING EMPLOYMENT

(a) That the dates for the following teachers to leave the employ of the Board be approved:

Karen Baetz (S), 1993 08 31
Russell Pickup (E), 1993 08 31

8. LEAVES

Leave of Absence

(a) (i) That the request of Louise Booth (E), for a Leave of Absence, effective 1993 09 07 to 1994 03 14, be granted.

(ii) That the Leaves of Absence granted to the following teachers at previous meetings, be rescinded:

Arde McGrane (E)
Lauren Tindall (E)

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Marjorie Steele (E), 1993 09 01 to 1994 08 31
Brenda Stewart (E), 1993 09 01

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties, effective 1993 09 01, with salary according to the salary schedule:

Erin Gibson (S)
Betty Kalafatis (E)
Linda Moreton (E)

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Tracey Austin (S), 1993 09 07 to further notice

Cynthia Campanella (E), 1993 09 07 to 1993 11 23
Angelo Costanzo (S), 1993 09 07 to further notice (2/3)
Donna Fortman (E), 1993 09 07 to further notice (.5)
Susan Robertson (S), 1993 09 07 to 1993 12 17
Carol Sindall (E), 1993 09 07 to further notice (.5)

10. OTHERS

(a) We regret to announce the death of Helen Hubar, Elementary Teacher, on 1993 08 03.

Transfers

(b) That the request of David Gallagher to transfer from the Elementary Panel to the Secondary Panel, effective 1993 09 01, with salary according to the salary schedule be granted.

Reciprocal Transfers

(c) (i) That Allen Craven be transferred from the Elementary Panel to the Secondary Panel (reciprocal), effective 1993 09 01, with salary according to the salary schedule.

(ii) That William Hendry be transferred from the Secondary Panel to the Elementary Panel (reciprocal), effective 1993 09 01, with salary according to the salary schedule.

Respectfully submitted

B. ALLEN
Chairman Pro Tem

Board Room
1993 09 02

MINUTES OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 09 23

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Allen, Bishop, Darby, Desmarais, Hicks, Hill, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgerson, Stewart and Wilson.

Officials Present: D. W. Goodridge, (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), R. Binns (Superintendent of Schools , Area 3), P. Gillie (Superintendent of Schools, Area 4), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent, Program) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustee Rogers.

The Board met in-camera prior to the public meeting and the following action was taken:

Moved by Mrs. Lowe, seconded by Dr. Johnston: 1. That the Interim Report on Restructuring, dated 1993 09 23, be received.

2. That Superintendent Patricia Gillie be assigned to the position of Superintendent of Administrative Services, effective 1993 09 30.

3. That, in addition to Area 2, Superintendent Nancy Nicholls be responsible for Area 4, effective 1993 09 30 to 1994 06 30.

4. That, in addition to Area 1, Superintendent Murray Quinn be responsible for Area 3, effective 1993 09 30 to 1994 06 30.

Under General jurisdiction, Clauses 1. and 2. were put to a vote and were Carried.

Under Elementary/Secondary jurisdiction, Clauses 3. and 4. were put to a vote and were Carried.

The public session convened at 20:40 hours with the Chairman apologizing for the delay in starting the public session.

The Chairman and Trustee Desmarais presented a certificate to representatives of the Georges P. Vanier Secondary School theatre arts cast of "Les P'tits Géants" in recognition of their outstanding achievements at the local, regional and provincial levels in the showcase performances of "Sans Nom".

The Chairman then called on former Trustee Paul McWhinnie to present the 1993 Recognition of Excellence Award to Ms. Dawn Murray, teacher at Holbrook School. Mr. McWhinnie, who was instrumental in establishing this Award, spoke of Ms. Murray's outstanding efforts to integrate technology throughout Holbrook Elementary School and spoke of her professionalism and dedication which clearly exemplify the pursuit of excellence in our education system.

The minutes of the last regular meeting of 1993 06 17 and special meetings of 1993 06 03, 1993 06 23, 1993 06 30 and 1993 07 05 were adopted as presented.

The Secretary read notes of thanks for the Board's expression of sympathy from the Martin and Staples families; for the Retirement Reception and Gratuity from June Outram, Carol Neil, Barbara Howard, Margaret Sanders, Yolande Fortier, Doris Cooper, Helen Stanbury, Bob Adams, Bruce Hosking, Rosalie Yaremko, Janet White, Edward Lowrey and Nancy Hinich; and for the trip to Encounters Canada from Joseph Campbell. In addition, the Secretary noted that responses were received from Sheila Copps, M.P. and the Minister of State for Employment and Immigration regarding Parental Leaves and U.I.C. Benefits and from the Canadian Radio-television and Telecommunications Commission regarding the effect of media violence on children and adolescents. The Secretary then drew the members' attention

to the correspondence from the Metropolitan Separate School Board regarding the use of the term "International Languages" in place of "Heritage Languages" and two pieces of correspondence from the City of York Board of Education regarding Province-wide auditory screening of infants and their petition regarding stronger crime prevention measures.

The correspondence was received and ordered filed.

Trustee Korz gave notice that he will move or cause to be moved at the next regular meeting of the Board or special meeting called for the purpose the following motion:

That the Report of the Rules and Regulations Committee be adopted as presented to the members.

Trustee Rodgeron gave notice that she will move or cause to be moved at the next regular meeting of the Board or special meeting called for the purpose the following motion:

"That, in light of questions raised recently by the community regarding student dress code, the Board undertake to address these concerns at both the elementary and secondary level by:

(a) establishing a working group to report back to the Board with recommendations on a uniform policy of student dress;

(b) ensuring that the working group includes both staff and community representation;

(c) requiring that the working group reports back no later than January, 1994."

Committee reports were presented as follows:

Program Committee, regular and special – Mrs. Lowe

Operations and Finance Committee – Dr. Johnston

Personnel & Organization Committee, regular and special –
Mr. Stewart

Salary Committee – Mrs. Hill

Moved by Mrs. Lowe, seconded by Mrs. Mason: That the General Part of the Report and Special Report of the Program Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Mr. Paquin: That the General Part of the Report of the Operations and Finance Committee be adopted.

Moved by Mr. Allen, seconded by Mr. Darby: That the General Part of the Report and Special Report of the Personnel & Organization Committee be adopted. Carried

Moved by Mrs. Hill, seconded by Mrs. Lowe: That the Report of the Salary Committee be adopted.

Trustee Mulholland asked to be recorded as being in opposition to the resolution of the Niagara South Board of Education.

The motion was put to a vote and was Carried.

Under New Business, it was moved by Mrs. Hill, seconded by Mrs. Bishop: That the Inaugural Meeting of the 1994 Board be held on Wednesday, 1993 12 01 at 19:00 hours. Carried.

FRENCH LANGUAGE SECTION

Trustee Desmarais reported that there is no Report of the French Language Section.

ELEMENTARY/SECONDARY

Moved by Mrs. Lowe, seconded by Ms. Wilson: That the Elementary/Secondary Part of the Report of the Program Committee be adopted. Carried.

Moved by Dr. Johnston, seconded by Mr. Stewart: That the Elementary/Secondary Part of the Report of the Operations and Finance Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Mr. Hicks: That the Elementary/Secondary Part of the Report and Special Report of the Personnel & Organization Committee be adopted. Carried.

The meeting then adjourned.

Read and confirmed.

.....
Chairman

REPORT OF THE SALARY COMMITTEE

Present: Trustees S. Hill (Chairman), Hicks, Korz, Lowe, and Cunningham.

Official Present: D. Russon (Manager, Employee Relations).

GENERAL

The Committee recommends:

1. That, due to the Social Contract, the Resolution from the Niagara South Board of Education regarding a Legislated Wage Freeze be received for information.

Respectfully submitted

S. HILL
Chairman

Committee Room
1993 06 28

REPORT OF THE PROGRAM COMMITTEE FIRST REPORT

Present: Trustees Lowe (Chairman), Bishop, Wilson and Cunningham.

Also Present: Trustees Allen, Darby, Hill, Johnston, Korz, Orban and Rogers.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4) and F. Cooke (Assistant Superintendent of Program).

The Committee recommends:

GENERAL

1. That the Retention Report Action Plan be approved for implementation beginning September 1993.
2. That the verbal Update regarding the Adult Basic Education Program be received for information.

ELEMENTARY/SECONDARY

1. That the Report on Alternative Methods of Delivery of the Lunch Program be received for information.
2. That the following Report of the Special Education Advisory Committee be approved:
 - (a) That the correspondence from parents of children with autism be referred to the Officials and that a Report be brought back to the Special Education Advisory Committee (SEAC) in the Fall.

Respectfully submitted

M. LOWE
Chairman

Board Room
1993 09 02

ADDENDA

The following motions were considered at the 1993 09 02 Program Committee meeting and were LOST:

GENERAL

1. That an annual report be brought to the Program Committee, including numerical and qualitative data tracking on:

- . Student retention numbers year to year
- . Post-secondary and job placement information year to year
- . Breakdown of retention by grade

2. That this Board conduct a survey with an instrument approved by this Board to meet the needs of the "at risk" potential drop-out student using the following suggested criteria for student selection:

- a) poor attendance patterns
- b) credit acquisition below expectation

ELEMENTARY/SECONDARY

1. That the Report on Alternative Methods of Delivery of the Lunch Program be received for information and referred to the Officials for their comments and recommendations.

REPORT OF THE OPERATIONS AND FINANCE COMMITTEE FIRST REPORT

Present: Trustees Johnston (Chairman), Desmarais, Korz, Orban, Rodgerson, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Lowe, Mason, Mulholland and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns, (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4) and G. Rutledge (Controller).

The Committee recommends:

GENERAL

1. That the verbal update regarding the City Hall Levy Payments to this Board be received for information.

2. That the Report from the Officials on the results of system input regarding School Field Trip Guidelines be received for information and the following revised guidelines be approved for implementation effective the 1993/94 School Year:

SCHOOL FIELD TRIP GUIDELINES

(i) No occasional teacher coverage will be provided for teachers away from school on field trips lasting up to one day. Superintendents of Schools may authorize occasional teacher coverage for trips lasting two days or longer.

(ii) Field trips should be constructive in nature and must be planned to achieve educational goals.

(iii) The closest appropriate location for a field trip should be considered. Trips outside Ontario will only be considered where comparable educational or athletic experiences cannot be found within the province.

(iv) Field trip costs must be kept to a minimum and reflect the present economic circumstances of our community.

(v) Schools shall continue to assist students who otherwise cannot afford to participate in a field trip.

(vi) The cost to the student of any overnight field trip may not exceed \$50.00 per day. Costs above \$50.00 must be raised by the school. Schools must be prepared to assist students who otherwise cannot afford to participate.

(vii) Field trips which do not meet these guidelines may be presented for consideration under the following conditions:

- the trip had been partially planned prior to issuing of these guidelines
- commitments have been made that may result in financial loss or lawsuit.

(viii) All other field trip procedures and requirements remain in force (Operating Procedure 19, Trips Out of School manual)

3. That the Report from the Director regarding the Restructuring Fund be received for information.

4. That the Report regarding the Ontario Health Insurance Plan (OHIP) and Third Party Billing: Program Implications be received for information.

5. That the Interim Financial Status Report – 1993 07 31 be received for information.

6. That the following motion be referred to the next regular meeting of the Operations and Finance Committee or special meeting called for the purpose of discussing the Proforma Budget 1994/95/96, not later than 1993 10 15.

a) That a Mill Rate of 0% for 1994 be established and referred back to the Officials for further consideration.

7. That a comprehensive analysis on the condition of the Education Centre roof, advising how quickly and at what cost the leaks can be completely repaired and the implications if no action is taken, be brought back to the October meeting of the Operations and Finance Committee.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

(i) George L. Armstrong, Grade 8, Ottawa, 1994 05 25-27
(Wednesday to Friday)

(ii) Glen Brae, Grade 6, Camp Wanakita, 1993 10 05-08 (Tuesday
to Friday)

(iii) Norwood Park, Grade 6, Camp Wanakita, 1993 10 12-15
(Tuesday to Friday)

(iv) Norwood Park, Grades 7-8, St. Donat, Quebec, 1994 01 16-19
(Sunday to Wednesday)

(v) R. A. Riddell, Grade 6, Camp Wanakita, 1993 10 05-08
(Tuesday to Friday)

(vi) Delta, Grades 11-OAC, Basketball Team, Brantford, 1993 10
01-02 (Friday to Saturday)

(vii) Hill Park – City Wide, Grades 11-OAC Visual Arts, New York
City, N.Y., 1994 05 26-29 (Thursday to Sunday)

(viii) Sherwood, Grades 10-OAC, Outdoor Education, Algonquin
Park, 1993 09 23-26 (Thursday to Sunday)

(ix) Sir Allan MacNab, Grade 10-OAC Senior Band, London,
England; Chamonix, France; 1994 03 09-21 (Wednesday to Monday)

(x) Sir John A. Macdonald, Cross Country Team, London, Ontario,
1993 10 15 (Friday)

2. That permission be granted to Dr. Alan King, Queen's
University, to administer the World Health Organization questionnaire to
students in two classes at R. A. Riddell School and one class at Sir Allan
MacNab Secondary School, in October 1993.

Respectfully submitted

J. JOHNSTON
Chairman

Board Room
1993 09 07

ADDENDA

The following motions were considered at the 1993 09 07 meeting of the Operations and Finance Committee and were LOST:

GENERAL

1. That the Director of Education and Secretary send a letter to the Minister of Education and Training regarding the Restructuring Fund which was reduced from \$1,777,262 to \$187,891 and suggest that this Board will not accept that grant but request that it be deducted from the Board's Social Contract target.

2. That Clause 1. above be referred to the officials for consideration.

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
EIGHTH REPORT**

Present: Trustees Stewart (Chairman), Allen, Darby, Hicks, Paquin and Cunningham.

Also Present: Trustees Johnston, Lowe, Mulholland, Orban and Rodgeron.

Officials Present: D. Goodridge (Director of Education and Secretary), B. Sinclair (Superintendent of Human Resources), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Area 1), N. Nicholls (Superintendent of Schools – Area 2), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), F. Cooke (Assistant Superintendent of Program) and G. Rutledge (Controller).

The Committee recommends:

GENERAL

1. That the Report regarding Plant Department Restructure Plan be received for information and the following recommendations approved:

(a) That the following positions be eliminated retroactive to 1993 01 01:

Two Foremen (Maintenance)

One Supervisory Foreman (Caretaking)

Plus: One Temporary Assignment assisting the Manager, Caretaking Services

(b) That the reorganized structure of the Maintenance and Engineering Division [including scope of work] commencing September 1993 be approved.

2. That the following recommendation in the Report regarding Plant Department Restructure Plan be referred to the officials for further clarification:

(a) That the reorganized structure of the Caretaking Services Division [including scope of work and timelines] commencing September 1993 be approved.

3. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS – Nil

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS – Nil

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Joyce Ferguson (Payroll Supervisor, Administrative Staff), 1993 08 09 to 1994 01 07

Catherine Paonessa (Clerk, Clerical and Technical Staff), 1993 09 13 to 1994 03 18

Leave of Absence – Date Change

(a) That the effective dates of the Leave of Absence granted to the following staff at a previous meeting be changed:

Melanie Mumby (Cleaner, Cleaning Staff), 1993 05 25 to 1993 11 26

Return from Leave of Absence

(a) That the following staff be returned from their Leave of Absence, effective as shown:

Karen Accardo (Secretary, Clerical and Technical Staff), 1993 08 30

Joanne Runco (Secretary, Clerical and Technical Staff), 1993 07 19

Ingrid Scott (Head Librarian, Dr. Harry Paikin Library), 1993 09 01

9. OCCASIONAL STAFF APPOINTMENTS – Nil

10. OTHERS – Nil

* * * * *

4. That the Staffing Report – Full Time Equivalent Positions be received for information.

5. That the Report on Supply Teachers be received for information.

6. That the Report on Substitute Cleaner Usage – 1993 be received for information.

7. That the Report on the Casual Budget and Expenditures – 1993 be received for information.

8. That the Report regarding Performance Appraisals be received for information and the following recommendations approved:

(a) That the Performance Appraisal of the Director of Education, as presented, be used as the process to evaluate the Director of Education and Secretary.

(b) That the Performance Appraisal of Superintendents, as presented, be used as the process to evaluate Superintendents.

9. That the Report regarding Attendance Management Policy be received for information and the following recommendations approved:

(a) That the Board adopt the following policy statement:

Attendance Management be considered a commitment of the Board of Education for the City of Hamilton. Although Superintendents will retain final accountability, management of employee attendance should be the responsibility of Principals and Managers. That appropriate in-service and training be provided for all staff as part of the implementation of this policy.

(b) That the Human Resources Department:

- .develop Attendance Management Guidelines to implement the policy
- .review, in consultation with employee groups, the current provisions and administrative practices governing the Board's Sick Leave Plans
- .examine the feasibility of utilizing an automated replacement service

report to the December 1993 Personnel and Organization Committee on the above matters

10. That the appointment of Paul Shewfelt as Superintendent of Finance and Treasurer be renewed, effective 1993 11 01, for a five-year term, subject to a mutually agreeable contract.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That the following teacher be re-appointed to the Probationary Staff, effective as shown, with salary according to the salary schedule.

Tracey Austin (S), 1993 09 27 (3/6, Sem. 1 only)
(Replacement)

2. PERMANENT STAFF APPOINTMENTS

Confirmations

(a) That the following teachers be confirmed in the position stated, effective as shown, with salary according to the salary schedule:

Joseph Bjegovich, Elementary School Principal, 1993 09 01
Wolfgang Boggs, Head of Department – Technical, 1993 09 01
Douglas Booth, Elementary School Principal, 1993 09 01
Irene Breichmanas, Assistant Head of Department – Science, 1993
02 01
Eto Corcione, Elementary School Vice-Principal, 1993 09 01
Nora Crawford, Head of Department – History, 1993 09 01
Thomas Dexter, Elementary School Vice-Principal, 1993 09 01
Errol Ellis, Head of Department – Vocational, 1993 09 01
Jane Evans, Elementary School Principal, 1993 09 01
William Ferris, Secondary School Vice-Principal, 1993 09 01
Judith Hopkins, Assistant Head of Department – Academic, 1993
02 01
Barbara Jepson, Elementary School Vice-Principal, 1993 09 01
Anne Klaus, Assistant Head of Department – French Immersion,
1993 09 01
Theodore Kocznur, Assistant Head of Department – History, 1993
09 01
James Mackrory, Elementary School Vice-Principal, 1993 09 01
Mary McGugan-Lane, Assistant Head of Department – Vocational,
1993 09 01

Barbara McSkimming, Program Leader, Secondary School
Alternative Education, 1993 09 01

Donald Morrow, Elementary School Principal, 1993 09 01

James Poot, Assistant Head of Department – Vocational, 1993 03 23

Dale Pyke, Elementary School Principal, 1993 09 01

Erin-Blythe Reddie, Elementary School Principal, 1993 09 01

Norma Robertson, Assistant Head of Department – Guidance, 1993
02 01

David Rogers, Elementary School Vice-Principal, 1993 09 01

Michael Sampson, Assistant Head of Department – Technical, 1993
02 01

Jon Sims, Secondary School Vice-Principal, 1993 09 01

Louis Tipoulow, Head of Department – Guidance, 1993 02 01

(b) That the following staff be confirmed in the position stated,
effective as shown, with salary according to the salary schedule:

Heather Gregersen, Social Worker, Professional Student Services
Personnel, 1993 09 01

3. PROMOTIONS

(a) (i) That Dennis McIlveen be appointed to the position of Vice-Principal of a Secondary School, on a temporary basis, effective 1993 09 01 to 1994 01 28, with salary according to the salary schedule.

(ii) That Sharon Bray be appointed to the position of Assistant Head of Department – English, on a temporary basis, effective 1993 09 01 to 1994 01 28, with salary according to the salary schedule.

(iii) That the effective dates of the appointment of Susan McKague (Dabbs) to the position of Acting Head of Department – Family Services, approved at a previous meeting, be changed to 1993 09 01 to 1994 01 28 (Sem. 1 only).

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS – Nil

7. LEAVING EMPLOYMENT

(a) That the date for the following teacher to leave the employ of the Board be approved:

John Brown (E), 1993 08 31

(b) That the date for the following staff to leave the employ of the Board be approved:

Cathy Gilbert (Secretary, Secondary School Clerical and Secretarial Staff), 1993 08 27

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Marcia Brazel (E), 1993 10 04 to 1994 01 28

Lesley Chiasson (E), 1993 09 27 to 1994 05 20

David Crouch (E), 1993 09 20 to 1993 11 05

Anna Gusenbauer (E), 1993 10 12 to 1994 04 15

Julia Herron (E), 1993 11 01 to 1994 04 29

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Joanne C. Jameus, Second Secretary, Elementary School (Clerical and Technical Staff), 1993 08 30 to 1994 02 25

Jan McLarty (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 09 07 to 1994 05 27

Return from Leave of Absence

(a) That the following teachers be returned from their Leave of Absence and assigned teaching duties, effective as shown, with salary according to the salary schedule:

Martin Cooper (S), 1994 01 31

Jane Fletcher (E), 1993 11 01

Scott McNie (E), 1993 09 01

Darlene Pryde-Baker (E), 1993 09 24

Linda Woolfrey-Cooper (S), 1994 01 31

(b) That the following staff be returned from their Leave of Absence, effective as shown:

Michelle Horning (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 09 07

Susan Radford (School Social Worker, Professional Student Services Personnel), 1993 09 01 (.5)

Marianna Tulumello-Cappelletti (Secretary, Secondary School Clerical and Secretarial Staff), 1993 07 26

Marlene Winsor (Secretary, Clerical and Technical Staff), 1993 06 07

9. OCCASIONAL STAFF APPOINTMENTS

(a) That the following teacher be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Emily McDonald (E), 1993 06 07 to 1993 06 29 (.5)

10. OTHERS – Nil

* * * * *

2. That the following requests for “Four Over Five” Plan be approved:

(a) That approval be granted for the requests of the following teachers for Leaves of Absence under the Salary Holdback Plan (“Four Over Five” Plan) of the Collective Agreement, effective as shown:

Richard Brawn (S), 1996 02 01 to 1996 06 30 (2nd Sem., 1995-96 School Year)

John Kirkland (S), 1997 02 01 to 1997 06 30 (2nd Sem., 1996-97 School Year)

Barbara Ross (E), 1997 09 01 to 1998 06 30 (1997-98 School Year)

(b) That the Board rescind the Leaves of Absence granted at previous meetings to the following teachers and approve their requests to withdraw from the Salary Holdback Plan (“Four Over Five”), effective as shown:

Kelly Kowalchuk (E), 1995 09 01 to 1996 06 30 (1995-96 School Year)

Barbara Pearson (E), 1994 09 01 to 1995 06 30 (1994-95 School Year)

Steven Pearson (S), 1994 09 01 to 1995 06 30 (1994-95 School Year)

Eileen Shannon (S), 1996 09 01 to 1997 06 30 (1996-97 School Year)

Kathryn Starodub (S), 1994 09 01 to 1995 06 30 (1994-95 School Year)

Dorothy Willson (S), 1993 09 01 to 1994 06 30 (1993-94 School Year)

Respectfully submitted

Board Room
1993 09 09

ROBERT STEWART
Chairman

REPORT OF THE SPECIAL MEETING OF THE PROGRAM COMMITTEE

Present: Trustee M. Lowe (Chairman), Bishop, Mason, Patenaude and Wilson.

Also Present: Trustees Allen, Darby, Desmarais, Hill, Johnston, Orban, Paquin and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Report on Adult Basic Literacy and Numeracy Program be received for information and that the Adult Basic Education Program be implemented as follows:

(a) The A.B.E. Program will continue to be delivered at these locations:

- .Briarwood Adult Centre
 - .Marty Karl Adult Centre
 - .Three ARC Industry locations
 - .Westdale Evening School
- beginning Monday, 1993 10 04.

(b) The A.B.E. Program will be delivered at no cost to the Board of Education:

- .by reducing hours of instruction
- .by reducing the budgets for materials, supply teachers and benefits
- .by A.B.E. teachers sharing equally in reduction of hours.

Respectfully submitted

**Board Room
1993 09 23**

**M. LOWE
Chairman**

REPORT OF THE SPECIAL MEETING OF THE PERSONNEL & ORGANIZATION COMMITTEE

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Lowe, Mason, Orban, Patenaude and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), R. Binns (Superintendent of Schools – Area 3), P. Gillie (Superintendent of Schools – Area 4), R. Lavoie (Superintendent of Schools – French as a First Language), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following recommendation in the Report regarding Plant Department Restructure Plan be approved:

(a) That the re-organized structure of the Caretaking Services Division [including scope of work and timelines] commencing September 1993 be approved.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) (i) That the following teachers be re-appointed to the Probationary Staff, effective 1993 09 29, with salary according to the salary schedule:

Cynthia Campanella (E)
Donna Fortman (E) (.5)
(Budgeted — Contract Compliance)

(ii) That Tina Sturgess (E) be appointed to the Probationary Staff, effective 1993 09 27 (.5), with salary according to the salary schedule.
(Replacement)

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective 1993 09 29, with salary according to the salary schedule:

Alison Gibson (E), .5 to 1.0

Diane Keesmaat (E), .5 to 1.0

Janis Muller (E), 1.0 to .5

(.5 – Budgeted — Contract Compliance)

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 09 23

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 10 07

The Board met.

Present: Trustees Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Hill, Korz, Lowe, Mason, Mulholland, Orban, Rogers, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), E. Bond (Superintendent of Program), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Secretary of the Board noted regrets for being unable to attend this evening's meeting were received from Trustees Rodgeron, Patenaude and Johnston.

GENERAL

Moved by Mrs. Hill, seconded by Ms. Wilson: That the General Part of the Special Report of the Program Committee be adopted. Carried.

The Chairman noted that Trustee Johnston, Chairman of the Operations and Finance Committee, is unable to attend the 1993 10 12 meeting of that Committee. While acknowledging that it is the Board's practice to appoint a Chairman Pro Tem at the meeting, she asked the members to consider making such a motion this evening in order to facilitate the Chairing of this Standing Committee meeting.

Moved by Mr. Stewart, seconded by Mrs. Mason: That Trustee Korz be appointed Chairman Pro Tem for the 1993 10 12 meeting of the Operations and Finance Committee. Carried.

When Trustee Hicks inquired about the City Council/Regional Task Force looking into changing boundaries and Wards for the 1994 municipal election, the Chairman replied that she will ensure that the Board's interest in participating in these deliberations, which could have vital impact on the elected officials of this Board, is conveyed to the appropriate people immediately.

The Board then met in-camera on a personnel matter.

Moved by Mrs. Hill, seconded by Mrs. Lowe: That the Report of the Salary Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

SPECIAL REPORT OF THE PROGRAM COMMITTEE

Present: Trustees M. Lowe (Chairman), Bishop, Mason, Mulholland, Wilson and Cunningham.

Also Present: Trustees Allen, Darby, Desmarais, Hicks, Hill, Korz, Orban, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Binns (Superintendent of Human Resources), N. Nicholls (Superintendent of Schools – Areas 2 and 4), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Report regarding the Hamilton-Wentworth School/Library Task Force be received for information and the following recommendations approved:

(a) That the Task Force Progress Report be received for information.

(b) That the objectives of the Task Force be approved.

(c) That the Statement of Mutual Expectations be approved.

Respectfully submitted

M. LOWE
Chairman

Board Room
1993 10 07

MINUTES OF THE
BOARD OF EDUCATION

Board Room
Education Centre
1993 10 21

The Board met.

Present: Trustees Margaret Cunningham (Chairman); Allen, Darby, Desmarais, Hicks, Hill, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rogers, Stewart and Wilson.

Officials Present: D. W. Goodridge, (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), E. Bond (Superintendent of Program), P. Gillie (Superintendent of Administrative Services), R. Orlando (Superintendent of Plant), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Report of the Salary Committee was considered in-camera prior to the public meeting and was subsequently approved at the public session.

The public meeting convened at 20:20 hours. The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustees Bishop, Johnston and Rodgeron.

A moment of silence was observed in memory of the late Geraldine Francis, an Elementary School Teacher at C. B. Stirling School.

The minutes of the last regular meeting of 1993 09 23 and special meetings of 1993 07 26, 1993 08 10 and 1993 09 02 were adopted as presented.

On behalf of the Board and its employees, the Chairman accepted a certificate of recognition presented by Allen Rogers

from the Council on Suicide Prevention in appreciation for the ongoing support of suicide prevention initiatives and projects.

The Chairman presented a Certificate of Recognition to Bob Philip for his outstanding achievements in establishing industry-education partnerships through the Industry-Education Council, Hamilton-Wentworth.

The Director announced that a brief survey of our schools has determined that the graduating students of the Hamilton Board of Education secondary schools have won in excess of \$172,000 in University and College entrance scholarships. He complimented the skills and abilities of our students and expressed pride in the role our teachers play in helping students pursue excellence. Mr. Goodridge added that it his intention to bring these reports to the members annually to recognize and encourage student excellence.

The Secretary read notes of thanks for the Board's Quarter Century celebrations from Julia Beryl Amy and Avanell Scherer. He then drew the members' attention to the response from the Ministry of Education and Training regarding Ministry resource documents on Opening and Closing Exercises and Education about Religion and the request for support from the Stormont, Dundas, Glengarry Public School Board regarding Social Contract targets.

The above correspondence was received and ordered filed.

Committee reports were presented as follows:

Program Committee – Mrs. Lowe

Operations and Finance Committee – Mr. Korz

Personnel and Organization Committee, regular and special
– Mr. Stewart

Salary Committee – Mrs. Hill

Moved by Mrs. Lowe, seconded by Mr. Paquin: That the General Part of the Report of the Program Committee be adopted.
Carried.

Moved by Mr. Korz, seconded by Mr. Darby: That the General Part of the Report of the Operations and Finance Committee be adopted.

Trustee Stewart requested that Clause 2. (a), (b) and (c) be voted on separately as he wished to vote in opposition.

Clause 2. (a) was put to a vote and was Carried.

Clause 2. (b) was put to a vote and was Carried.

Clause 2. (c) was put to a vote and was Carried.

The remainder of the Report was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Mr. Hicks: That the General Part of the Report of the Personnel and Organization Committee be adopted. Carried.

Moved by Mrs. Hill, seconded by Ms. Wilson: That the General Part of the Report of the Salary Committee be adopted. Carried.

In pursuance of his Notice of Motion made at the last meeting, it was moved by Mr. Korz, seconded by Ms. Orban: That the Report of the Rules and Regulations Committee regarding amendments to the Rules and Regulations be adopted as presented to the members.

Trustee Korz briefly reviewed the report, drawing attention to the recommendation in Clause 2. (a) requiring trustees to stand for recorded votes as well as the recording of absents.

Trustee Korz replied to a concern that Clause 2. (b) was redundant by suggesting that this formalizes the process in which the Board states clearly that "no action is to be taken".

The motion was put to a vote and was Carried.

The Chairman announced that Trustee Rodgerson, being unable to attend either this or the November meeting of the Board, is requesting permission of the members to delay presentation of her Notice of Motion accordingly.

Moved by Mr. Korz, seconded by Ms. Patenaude: That the Notice of Motion, presented by Trustee Rodgerson at the September Meeting of the Board, be deferred to the December Meeting of the Board. Carried.

FRENCH LANGAUGE SECTION

Presentation of Report – Mr. Desmarais.

Moved by Mr. Desmarais, seconded by Ms. Patenaude: That the Report and Special In-camera Report of the French Language Section be adopted. Carried.

ELEMENTARY/SECONDARY

Trustee Korz gave notice that he will move or cause to be moved at the next regular meeting of the Board or special meeting called for the purpose the following motion:

“WHEREAS the Hamilton Board of Education supports the dramatic arts in public schools, and

WHEREAS the dramatic arts continue to play an important role in reflecting mainstream culture;

BE IT RESOLVED that the Hamilton Board of Education give direction to allow the Hill Park Secondary School drama production of Oklahoma to proceed for the Spring of 1994.”

Moved by Mrs. Lowe, seconded by Mr. Allen: That the Elementary/Secondary Part of the Report of the Program Committee be adopted. Carried.

Moved by Mr. Korz, seconded by Canon Rogers: That the Elementary/Secondary Part of the Report of the Operations and Finance Committee be adopted. Carried.

Moved by Mr. Stewart, seconded by Mrs. Hill: That the Elementary/Secondary Part of the Report and Special Report of the Personnel and Organization Committee be adopted. Carried.

Moved by Mrs. Hill, seconded by Ms. Orban: That the Elementary/Secondary Part of the Report of the Salary Committee be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE RULES & REGULATIONS COMMITTEE

Present: Trustees Korz (Chairman), Desmarais, Hill and Rodgerson.

Officials Present: D. Goodridge (Director of Education and Secretary) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That Rule 66., as follows, remain unchanged.

No matter shall be debated, entertained or considered by any Standing Committee of the Board, unless written or oral notice of intention to introduce such matter has been given to the Secretary of the Board not less than 48 hours prior to the time of such meeting and the same has been referred to in the Notice calling such meeting, except with the consent of two-thirds of the trustees present and voting.

2. That the following amendments to the Rules and Regulations be approved:

(a) Rule 23. Upon a division of the Board the names of those who vote for, those who vote against the question and those who abstain [NEW] shall be recorded by a standing vote and [NEW] entered upon the minutes when any member demands the yeas and nays. The Chairman shall state the count of the recorded vote. [NEW]

In any case, if a member desires that the manner in which he/she has voted to be recorded and so requests, his/her request shall be complied with.

Rule 67. (1) When a division takes place on any question the votes of the members shall be recorded by a standing vote [NEW] if required by one of the members. The Chairman shall state the count of the recorded vote – those for, those against and those who abstained. [NEW]

(b) That upon defeat of a motion to receive a Report for information a subsidiary motion giving direction on the issue shall be required. [NEW]

Respectfully submitted

Committee Room
1993 09 14

G. KORZ
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION FIFTH REPORT

Present: Trustee Desmarais (Chairman); Trustee Paquin

Official Present: R. C. Lavoie (Superintendent of Schools – French as a First Language).

The French Language Section recommends:

1. That the following recommendations of the Director of Education be approved as presented to the members:

A. STAFFING

1. Probationary Staff Appointment(s) – Nil
2. Permanent Staff Appointment(s) – Nil
3. Promotion(s) – Nil
4. Internal Appointment(s) – Nil
5. Timetable Change(s) – Nil
6. Retirement(s) – Nil
7. Leaving Employment – Nil

8. Leave(s)

Leave of Absence

That the request of Linda Simeoni, for a Leave of Absence, effective 1993 11 08 to 1994 05 13, be approved.

9. Long Term Occasional Staff Assignment(s)

That Natalie Garon be appointed to the Long Term Occasional Staff, effective 1993 09 08 until further notice, with salary according to the salary schedule.

B. OTHER

That the following trip request be approved:

a) Georges-P.-Vanier, Grade 12, McGill University, Montréal, 1993 11 05-07 (Tuesday to Thursday).

* * * * *

2. That the correspondence from The Ontario French Language Trustees' Association (AFCSO) dated 1993 09 20 re The Royal Commission on Learning be received for information and that the letters be sent to Members of Provincial Parliament and to the Commission requesting an extension of time in order to prepare the documents.

3. That the correspondence from The Royal Commission on Learning dated September 1993 re Information Brochure and Francophone College be received for information and that a submission be prepared and sent to the Commission.

4. That the correspondence from TLW Consulting dated 1993 08 13 re "Fact Finder Tom Wells recommends sharing of services rather than Amalgamation of Windsor-Essex" be received for information.

5. That the correspondence on Provincial Test of Grade 9 Français dated September 1993 re Description of the contents of the test be received for information.

6. That the correspondence from the Ministry of Education and Training dated 1993 08 19 re A new Project on Provincial Schools be received for information.

7. That the correspondence from the Canadian Association of French Language Education (ACELF) dated 1993 05 31 re Appointment of new Secretary General to the Association be received for information.

8. That the correspondence from the Ministry of Education and Training dated September 1993 re Common Curriculum, Grades 1 to 9 be received for information.

9. That the 1993-1994 Enrolment Report for Georges-P.-Vanier Secondary School be received for information.

10. That the 1992-1993 Report on Ontario Basic Skills Program (OBS) be received for information.

Respectfully submitted

J. DESMARAIS
Chairman

Committee Room
1993 10 05

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE CINQUIEME RAPPORT

Étaient présents: M. Jean Desmarais (président); M. Hubert Paquin (conseiller scolaire)

Administrateur présent: M. R. C. Lavoie (Surintendant des écoles de langue française)

La Section de langue française recommande :

1. Que les propositions suivantes du Directeurs de l'éducation soient approuvées telles que présentées aux members:

A. DOTATION EN PERSONNEL

1. Nomination(s) du personnel stagiaire – Aucune
2. Nomination(s) du personnel permanent – Aucune
3. Promotion(s) – Aucune
4. Nomination(s) interne(s) – Aucune
5. Changement(s) d'assignation – Aucun
6. Retraite(s) – Aucune
7. Résiliation(s) d'emploi – Aucune

8. Congé

Congé autorisé

Que la demande pour un congé autorisé de Linda Simeoni, à partir du 8 novembre 1993 jusqu'au 13 mai 1994, soit accordée.

9. Assignation(s) du personnel suppléant

Que Natalie Garon soit nommée à titre d'enseignante suppléante, à partir du 8 septembre 1993 jusqu'à prochain avis, selon les conditions de l'entente en vigueur.

B. AUTRE(S)

Que la demande de voyage suivante soit approuvée:

a) Georges-P.-Vanier, 12e année, Université McGill, Montréal, les 5, 6 et 7 novembre 1993. (mardi à jeudi).

* * * * *

2. que la correspondance de l'AFCO (Association française des conseils scolaires de l'Ontario) en date du 20 septembre 1993. (Objet: Demande à la commission Royale sur l'éducation de prolonger les audiences publiques), soit reçue à titre d'information et que les lettres soient envoyées aux membres du parlement provincial et aux co-président(e)s de la Commission, pour leur demander de prolonger un peu le temps pour nous permettre de préparer des documents.

3. que la correspondance sur La commission Royale sur l'éducation en date de septembre 1993. (Objet: Dépliant d'information) et les renseignements sur le collège francophone, soient reçus à titre d'information et qu'un mémoire soit préparé et envoyé à la Commission.

4. que la correspondance TLW Consulting en date du 13 août 1993. (Objet: L'enquêteur Tom Wells recommande le partage des services plutôt que la fusion dans Windsor-Essex), soit reçue à titre d'information.

5. que la correspondance sur le test provincial sur le français en 9e année en date de septembre 1993. (Objet: Description des composantes du test), soit reçue à titre d'information.

6. que la correspondance du ministère de l'Éducation et de la Formation en date du 19 août 1993. (Objet: Un nouveau projet sur les écoles provinciales au ministère de l'Éducation et de la Formation), soit reçue à titre d'information.

7. que la correspondance de l'ACELF (Association canadienne d'éducation de langue française) en date du 31 mai 1993. (Objet: Nomination du secrétaire général de l'Association), soit reçue à titre d'information.

8. que la correspondance du ministère de l'Éducation et de la Formation en date de septembre 1993. (Objet: Le programme d'études commun, de la 1re à la 9e année), soit reçue à titre d'information.

9. que le rapport sur les effectifs scolaires 1993-1994 de l'École secondaire Georges-P.-Vanier, soit reçu à titre d'information.

10. que le rapport sur la Formation de base de l'Ontario (FBO) 1992-1993, soit reçu à titre d'information.

Respectueusement présenté

Salle de comité
le 5 octobre 1993

J. DESMARAIS
Chairman

REPORT OF THE PROGRAM COMMITTEE SECOND REPORT

Present: Trustees M. Lowe (Chairman), Bishop, Mason, Mulholland, Wilson and Cunningham.

Also Present: Trustees Allen, Darby, Desmarais, Hicks, Hill, Korz, Orban, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Binns (Superintendent of Human Resources), N. Nicholls (Superintendent of Schools – Areas 2 and 4), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Report on the Review of Behavioural Exceptionality (B.E.) and Specific Learning Disability (S.L.D.) Secondary School Students be received for information.

2. That the Status Report on the Recommendations of the following Action Teams be received for information:

- .Adult and Continuing Education
- .Special Education
- .Staff Development
- .Program Accountability
- .Development and Implementation

3. That the Report on Section 27 Programs, Family Services Youth Centre and Chedoke-McMaster Hospitals/McMaster University Medical Centre be received for information and the following recommendations approved:

(a) That, effective 1993 10 25, the education program be expanded at Family Services Youth Centre by one full-time teacher, at no cost to the Board.

(b) That, effective 1993 10 25, the education program be expanded at McMaster University Medical Centre by one half-time teacher, at no cost to the Board.

ELEMENTARY/SECONDARY

1. That the Status Report on the Recommendations of the following Action Teams be received for information:

- .Compensatory Education
- .English as a Second Language/English Skills Development
- .Alternative Education

2. That the verbal Update on Destreaming be received for information.

Respectfully submitted

Board Room
1993 10 07

M. LOWE
Chairman

**REPORT OF THE
OPERATIONS & FINANCE COMMITTEE
SECOND REPORT**

Present: Trustees G. Korz (Chairman Pro-Tem), Desmarais, Orban, Rodgerson, Rogers and Cunningham.

Also Present: Trustees Bishop, Darby, Hicks, Hill, Lowe, Mason, Mulholland, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), P. Gillie (Superintendent of Administrative Services), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Areas 1 and 3), G. Rutledge (Controller), S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Update regarding City Hall Levy Payments advising that the City of Hamilton will continue its present practice of monthly levy payments to Boards be received for information.

2. That the Report from the Director re Restructuring Fund be received for information and the following recommendations approved:

a) That \$50,000 be allocated to a substitute employee management system to complement our Employee Information System.

b) That \$120,000 be allocated towards the Financial Information System

c) That the following motion be referred to the officials:

i) That the balance of money not used (\$18,000 originally allocated for retraining Site Leaders [Plant Department]) be applied to the Financial Information System as well as any surplus funds from the \$50,000 allocation in Clause 2a).

3. That the Report regarding the Education Centre Roof be received for information and the following recommendations approved:

a) That day-to-day maintenance (Phase 1) continue at an annual estimated cost of \$3,000 until funds are approved for a major roof replacement.

b) That the addition of a roof replacement project for the Education Centre be included in the Board's Long Range Roofing Program to be identified in the Director's 1994 Accommodation Report, commencing in 1994 and being phased in over three years.

4. That the Report on Proforma Budget 1994/1995/1996 be received for information and the following motion approved and referred to the officials:

a) That the Mill Rate increase for 1994 be established at zero percent and that the utilization of funds from the Mill Rate Stabilization Reserve to achieve this mandate not exceed one-third of the Reserve's total.

5. That the Annual Report on Freedom of Information be received for information and the following recommendations approved:

a) That comprehensive retention schedules which identify the length of time that records of the Board must be legally retained be drafted by the FOI Coordinator by October, 1994.

b) That the Freedom of Information Coordinator report back to this committee on related FOI activities in October, 1994.

6. That the Report regarding the dissolution of the Consortium to Buy/Sell Natural Gas be received for information.

7. That a Report on Pupil Suspensions be presented annually to the Board.

8. That the following Report of the Special Education Advisory Committee be approved:

a) That the March 1994 meeting of the Special Education Advisory Committee be held on Wednesday, 1994 03 09 and the June 1994 meeting be held on Wednesday, 1994 06 08.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved:

- (a) That up to 40 senior history students from Hamilton Board of Education SD Secondary Schools participate in a field study to Boston, Mass., USA, 1993 11 17-20 (Wednesday to Saturday).
- (b) That the following trip requests be approved:
- (i) G. L. Armstrong, Grade 7, Midland, 1994 06 09-10 (Thursday to Friday)
- (ii) Norwood Park, Grades 7-8, St. Donat, Quebec, 1994 01 16-19 (Sunday to Wednesday)
- (iii) Ryerson, Grades 6-8, Stratford, 1993 10 27 (Wednesday)
- (iv) Tweedsmuir, Grades 6-8, Mount St. Louis/Moonstone, 1994 01 26-27 (Wednesday to Thursday)
- (v) OFSAA Championships, Grades 9-OAC, Girls' Field Hockey, Exeter, 1993 11 04-06 (Thursday to Saturday)
- (vi) OFSAA Championships, Grades 9-OAC, Cross Country, Woodbridge, 1993 11 06 (Saturday)
- (vii) OFSAA Championships, Grades 9-OAC, Boys' Volleyball, London, 1993 11 26-27 (Friday to Saturday)
- (viii) OFSAA Championships, Grades 9-OAC, Girls' Basketball, Toronto, 1993 12 02-04 (Thursday to Saturday)
- (ix) OFSAA Championships, Grades 9-OAC, Swimming, Sudbury, 1994 03 04-05 (Friday to Saturday)
- (x) OFSAA Championships, Grades 9-OAC, Boys' Hockey, Toronto, 1994 03 23-26, (Wednesday to Saturday)
- (xi) OFSAA Championships, Grades 9-OAC, Gymnastics, Lindsay, 1994 04 28-30 (Thursday to Saturday)
- (xii) OFSAA Championships, Grades 9-OAC, Badminton (Junior/Senior), Toronto, 1994 05 05-07 (Thursday to Saturday)
- (xiii) OFSAA Championships, Grades 9-OAC, Boys' Soccer, Brampton, 1994 06 02-04 (Thursday to Saturday)

(xiv) OFSAA Championships, Grades 9-OAC, Track and Field, Kitchener, 1994 06 03-04 (Friday to Saturday)

(xv) OFSAA Championships, Grades 9-OAC, Girls' Soccer, Peterborough, 1994 06 02-04 (Thursday to Saturday)

(xvi) OFSAA Championships, Grades 9-OAC, Boys' Basketball, Toronto, 1994 06 11-12 (Saturday to Sunday)

(xvii) Scott Park, Grades 9-11, Stratford, 1993 11 11 (Thursday)

(xviii) Sir Winston Churchill, Grades 9-10, Basketball Tournament, Huntsville, 1993 10 29-31 (Friday to Sunday)

2. That the Report of the Name Search Committee – Mountain Secondary School be referred back to the ad-hoc committee for further consideration.

Respectfully submitted

G. KORZ
Chairman Pro-Tem

Board Room
1993 10 12

ADDENDUM

The following motion was considered at the 1993 10 12 meeting of the Operations and Finance Committee and was LOST:

GENERAL

1. That the Report from the Director regarding the Restructuring Fund be received for information and the following recommendation approved:

a) That \$18,000 be allocated to retraining Site Leaders (Plant Department) as outlined in the Workload Study, Plant Department.

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
NINTH REPORT**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Mason, Mulholland, Orban and Rogers.

Officials Present: P. Shewfelt (Superintendent of Finance and Treasurer and Secretary Pro Tem), R. Binns (Superintendent of Human Resources), P. Gillie (Superintendent of Administrative Services), M. Quinn (Superintendent of Schools – Areas 1 and 3), N. Nicholls (Superintendent of Schools – Areas 2 and 4), R. Lavoie (Superintendent of Schools – French as a First Language) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Workers' Compensation Board (WCB) Update – Report of the WCB Action Team be received for information.

2. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS – Nil

3. PROMOTIONS – Nil

4. INTERNAL APPOINTMENTS

(a) That the appointment of Wendy Hutton to the position of Special Education Liaison Consultant (Care, Treatment and Correctional Programs: C.T.C. – Section 27 Programs), be extended, effective 1993 09 01 to 1994 06 30. This extension is subject to Ministry of Education funding and shall be reviewed annually.

5. TIMETABLE CHANGES – Nil

6. RETIREMENTS

(a) That the resignation of Wesley Cronsberry (Caretaker, Caretaking and Maintenance Staff) for the purpose of retirement, effective 1993 10 31, be accepted with regret and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the request of Donna Beattie (Secretary, Clerical and Technical Staff) for a Leave of Absence, effective 1993 11 22 to 1994 05 27, be granted.

9. OCCASIONAL STAFF APPOINTMENTS – Nil

10. OTHERS – Nil

* * * * *

3. That the Staffing Report – Full Time Equivalent Positions be received for information.

ELEMENTARY/SECONDARY

1. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS

Confirmations

(a) That David Henderson be confirmed in the position of Assistant Head of Department (Language), effective 1993 09 01, with salary according to the salary schedule.

Permanent Staff

(b) That Sherry Blenkhorn, Educational Assistant, be appointed to the Permanent Staff (Educational and Lunchroom Assistant Staff), effective 1993 04 14, with salary according to the salary schedule.

(Contract Compliance)

3. PROMOTIONS

(a) That the appointment of John Scarcelli, approved at a previous meeting, be changed to Acting Assistant Head of Department

(Technical), effective 1993 09 01, with salary according to the salary schedule.

4. INTERNAL APPOINTMENTS – Nil

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective as shown, with salary according to the salary schedule:

Mark Hadala (E), .6 to .8, 1993 09 13

Patricia Van Boom (E), 1.0 to .8, 1993 09 13

6. RETIREMENTS

(a) (i) That the resignation of Daniel Scarrow, Elementary School Principal, for the purpose of retirement, effective 1993 12 31, be accepted with regret and that the Board's gratuity be paid.

(ii) That the resignation of the following teachers, for the purpose of retirement, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Rein Devries (S), 1994 01 28

Ronald Leman (S), 1994 01 28

Margery McCormick (E), 1993 12 31

Dora Wolven (E), 1993 12 31

7. LEAVING EMPLOYMENT – Nil

8. LEAVES

Leave of Absence

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Frances DiIorio (S), 1993 11 08 to 1994 03 04

George Dyck (S), 1994 01 31 to 1994 08 31

Lorraine Finlayson (E), 1993 11 15 to 1994 04 29

Christine Fotheringham (E), 1993 11 01 to 1994 05 06

Nancy Lockhart (E), 1993 12 06 to 1994 04 29

Dawn Martens (E), 1993 10 18 to 1994 06 17

Helen Senson-D'Addario (E), 1993 10 04 to 1994 04 15

Diane Zimmerman (E), 1993 11 01 to 1994 04 29

(b) That the requests of the following staff for Leaves of Absence, effective as shown, be granted:

Teresa Robson (Secretary, Secondary School Clerical and Secretarial Staff), 1993 11 01 to 1994 07 01

Sharon Slater (Secretary, Secondary School Clerical and Secretarial Staff), 1993 10 18 to 1994 04 22

Debbie Turner (Secretary, Clerical and Technical Staff), 1993 09 07 to 1994 05 06

Pauline Vanderwal (Secretary, Secondary School Clerical and Secretarial Staff), 1993 11 01 to 1994 05 06

Leave Extension

(a) That the request of the following teacher for an extension of a Leave of Absence, effective as shown, be granted:

Jane Fletcher (E), 1993 11 01 to 1993 11 12

Return from Leave of Absence

(a) That the following teachers be returned from their Leave of Absence and assigned teaching duties effective as shown, with salary according to the salary schedule:

Adele Blais (E), 1993 09 27

G. Michael Creaghan (S), 1993 09 01

George Dyck (S), 1993 09 01

David Jeffrey (E), 1993 09 01

Heather Lewis (S), 1993 09 01

Susan Muma (S), 1993 09 01

Linda Rempel (E), 1993 09 01

Darlene Smith (E), 1993 10 28

Brenda Wisborg (S), 1993 09 01

Leave of Absence – Date Change

(a) That the effective dates of the Leaves of Absence granted to the following teachers at previous meetings be changed as shown:

Marcia Brazel (E), 1993 09 17 to 1994 01 13

Anna Gusenbauer (E), 1993 09 29 to 1994 04 05

9. LONG-TERM OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Long-Term Occasional Staff, effective as shown, with salary according to the salary schedule:

Virginia Brisbin (S), 1993 09 08 to further notice (.5)

Stewart Cameron (E), 1993 09 07 to 1993 12 17

Lidia Coles (E), 1993 09 07 to further notice

Susan Connolly (E), 1993 09 14 to further notice

Robert Cooke (S), 1993 09 10 to further notice
Geoffrey Coombs (S), 1993 09 07 to 1993 11 26
Nancy Cooper (E), 1993 09 27 to 1994 05 20
Darlene Crozier (E), 1993 09 20 to 1994 01 13
Sonia D'Aurelio (E), 1993 09 07 to further notice
Jennifer Diverty (E), 1993 09 29 to 1993 11 23
Paul Duffy (S), 1993 09 16 to 1993 10 15
Mary Elliott (E), 1993 09 13 to 1993 12 17
Sharon Elliot (E), 1993 09 10 to 1993 12 10
William Gemmill (E), 1993 09 07 to further notice
Leigh Ann Gower (E), 1993 09 07 to 1993 12 17
Dennine Guenther (S), 1993 09 07 to 1994 01 14
Wesley Hahn (E), 1993 10 01 to further notice (.5)
Patricia Harton-McCord (E), 1993 09 07 to further notice
Julie Horne (E), 1993 09 07 to 1993 11 12
Barbara Hoskin (E), 1993 09 28 to 1994 04 05
Barbara Jarrett (S), 1993 09 08 to further notice
Jeannie Jeffrey (E), 1993 09 07 to 1994 01 28
Steve Johnston (E), 1993 09 20 to 1993 11 05
Susan Kallsen (E), 1993 09 07 to further notice
Annesia Khan-Yazdani (E), 1993 09 07 to further notice
Janice Kovar (S), 1993 09 08 to further notice
Petra Kruis-Daly (E), 1993 09 07 to 1993 12 03
Brenda McLaren (E), 1993 09 07 to further notice
Elizabeth McQueen (E), 1993 09 07 to 1994 04 22
Carol Minne (E), 1993 09 27 to further notice
Anita Mohar (E), 1993 09 07 to further notice
Gregory Moore (E), 1993 09 07 to 1993 12 13
Sharon Paterson (E), 1993 09 07 to further notice
Nadine Sands (E), 1993 09 07 to further notice (.7)
Mirella Scarcelli (S), 1993 09 07 to 1994 01 28
Mary Schneider (E), 1993 09 07 to further notice
Karen Shewfelt (E), 1993 09 08 to further notice
Geraldine Sloan (S), 1993 09 27 to further notice
Elaine Stewart (E), 1993 09 07 to 1994 03 11 (.5)
Lesley Stonehouse (S), 1993 09 13 to further notice
Mary Vallance (E), 1993 09 07 to 1993 10 27
Paul Vukosa (S), 1993 09 08 to further notice

10. OTHERS – Nil

Respectfully submitted

Board Room
1993 10 14

R. STEWART
Chairman

REPORT OF THE SALARY COMMITTEE

Present: Trustees Lowe (Chairman), Korz, Paquin and Cunningham.

Official Present: R. Binns (Superintendent of Human Resources).

The Committee recommends:

GENERAL

1. That the Report relative to the Social Contract be received for information and the number of Unpaid Leave Days determined through the Expenditure Reduction Targets for each Employee Group be approved as follows:

·H.T.F., representing Elementary School Teachers	3.5 days
·O.S.S.T.F., District 8, representing Secondary School Teachers	4 days
·A.E.F.O., representing Georges P.-Vanier School Teachers	3 days
·O.S.S.T.F., District 8, representing Professional Student Services Personnel	8.5 days
·Senior Officials	0 days
·P.A.S.S., representing Professional and Administrative Support Staff	3 days
·O.S.S.T.F., District 8, representing Office, Clerical and Technical Unit	9.5 days
·O.P.E.I.U., Local 527, representing Secondary School Clerical Staff	9 days
·O.P.E.I.U., Local 527, representing Educational Assistants and Lunchroom Assistants	\$6.96 for membership
·O.P.S.T.F., Hamilton District Occasional Teachers' Branch, representing Long Term Occasional Teachers	1 day
[·C.U.P.E, Local 1344, representing Caretaking and Maintenance Staff – to be determined]	

ELEMENTARY/SECONDARY

2. That the following revised 1993-1994 School Year Calendar be approved and re-submitted to the Ministry of Education and Training:

ELEMENTARY

School Year – 1993 09 07 to 1994 06 30 (06 29 last day for students)

Professional Activity Days

1993 09 24	In-School Organization/Planning
1993 12 01	Interviewing
1994 03 31	Interviewing – a.m. only
1994 05 13	HTF Day
1994 06 02	Interviewing
1994 06 30	Year End

Social Contract – Unpaid Leave Days

1994 03 11, 21 and 22
1994 03 31 – p.m. only

COMPOSITE SECONDARY AND VOCATIONAL SCHOOLS

Semester I – Begins 1993 09 07; Ends 1994 01 26

Semester II – Begins 1994 01 31; Ends 1994 06 23

Professional Activity Days

1994 01 28	Turnaround
1994 04 29	OSSTF Day
1994 06 28-30	Year End

Social Contract – Unpaid Leave Days

1994 03 10, 11, 21 and 22

Note:

1993 12 20-31 – Christmas Break
1994 03 14-18 – Mid-Winter Break

Respectfully submitted

M. LOWE
Chairman

Committee Room
1993 10 21

**REPORT OF THE
SPECIAL IN-CAMERA MEETING OF
THE FRENCH LANGUAGE SECTION**

Present: Trustees J. Desmarais (Chairman), Paquin and Patenaude.

Officials Present: R. Lavoie (Superintendent of Schools – French as a First Language) and R. Binns (Superintendent of Human Resources)

The French Language Section recommends:

1. That the following revised 1993-1994 School Year Calendar, Georges P. Vanier Secondary School, be approved and re-submitted to the Ministry of Education and Training:

Georges-P. Vanier Secondary School

Professional Activity Days

1994 01 28	Turnaround
1994 05 13	AEFO Day
1994 06 27-30	Year End

Social Contract – Unpaid Leave Days

1994 03 11, 21 and 22

Respectfully submitted

JEAN DESMARAIS
Chairman

Committee Room
1993 10 21

**REPORT OF THE SPECIAL MEETING OF THE
PERSONNEL & ORGANIZATION COMMITTEE**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Korz, Lowe, Mason, Mulholland, Orban, Patenaude, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), P. Gillie (Superintendent of Administrative Services), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Areas 1 and 3), F. Cooke (Assistant Superintendent – Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

ELEMENTARY/SECONDARY

1. That the following recommendation of the Director of Education be approved as presented:

10. OTHERS

(a) We regret to announce the death of Geraldine Francis, Elementary Teacher, on 1993 10 09.

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 10 21

MINUTES OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 11 18

The Board met.

Present: Trustees Margaret Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Patenaude, Rodgeron, Rogers, Stewart and Wilson.

Officials Present: D. W. Goodridge, (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), E. Bond (Superintendent of Program), P. Gillie (Superintendent of Administrative Services), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Areas 1 and 3), N. Nicholls (Superintendent of Schools – Areas 2 and 4), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Secretary noted that regrets for being unable to attend this evening's meeting were received from Trustee Hill.

The minutes of the last regular meeting of 1993 10 21 and special meeting of 1993 10 07 were adopted as presented.

The Secretary read a note of thanks for the Quarter Century dinner from Lorraine Stacey and drew the members' attention to the Resolution from the Lincoln County Separate School Board regarding the Social Contract.

The above communications were received and ordered filed.

Trustee Orban gave notice that she will move or cause to be moved at the next regular meeting of the Board or special meeting called for the purpose the following motion:

WHEREAS the Hamilton Board of Education values and supports the concept of safe and secure schools, and

WHEREAS there are no standardized notices posted to direct the public to report to the central or main office(s) in schools, and indeed in some schools there are no such posted notices whatsoever, and

WHEREAS there is no formal process in place to identify specifically maintenance personnel, contractors and agency representatives who access our schools,

BE IT RESOLVED THAT the Hamilton Board of Education embark on two initiatives: namely

1. The standardized/professional postings of notices to direct the public to report to the main office(s) in schools, and
2. The concept of photo identification for maintenance personnel, contractors and agency representatives who do not necessarily report to the central/main office(s) in schools.

The Director confirmed that the Superintendent of Schools, Areas 1 and 3, is involved in a similar initiative regarding photo identification badges in Roxborough Park School in partnership with the community police.

Trustee Orban stated she wished her Notice of Motion to stand.

Committee reports were presented as follows:

Program Committee, regular and special – Mrs. Lowe
Operations and Finance Committee – Dr. Johnston
Personnel and Organization Committee, regular and special
– Mr. Stewart

Moved by Mrs. Lowe, seconded by Ms. Wilson: That the General Part of the Report and Special Report of the Program Committee be adopted.

Requesting a seconder, Trustee Mulholland stated his intent to refer the Special Report of the Program Committee back to Committee as he believed the Trustees should be part of the decision making process relative to which two evening school sites are to be eliminated.

As no seconder was forthcoming, the motion was put to a vote and was Carried.

Moved by Dr. Johnston, seconded by Ms. Patenaude: That the General Part of the Report of the Operations and Finance Committee be adopted.

Trustee Lowe, stating her reluctance to approve the sale of the two properties listed in Clause 2. (a) and (b) due to the present economy, requested that they be voted on separately.

Trustees speaking in opposition to the sale of these properties pointed to the unpredictability of future development for these communities and cautioned about selling property in the heart of the mountain.

Moved in amendment by Mr. Korz, seconded by Mr. Hicks: That Clause 1. (a) and (b) in the Addendum be lifted into the body of the report.

Trustees speaking in support of the amendment suggested the money the Board will have to spend to maintain these obsolete properties, which were recommended for sale by the Finance Department, will be to the detriment of other priorities.

The Chairman clarified that Trustee Lowe had asked that Clause 2. (a) and (b) in the Report be voted on separately. The amendment on the floor is to lift Clause 1. in the addendum into the body of the report.

The amendment was put to a vote and was Lost.

Clauses 2. (a) and (b) in the Report were put to a vote and were Lost.

The Report, as amended, was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Ms. Wilson: That the General Part of the Report of the Personnel and Organization Committee be adopted.

Trustee Mulholland declared a conflict of interest and stated he would neither debate nor vote on the report.

The motion was put to a vote and was Carried.

Moved by Canon Rogers, seconded by Mrs. Lowe: That the members extend to Margaret Cunningham their appreciation for the very capable and efficient manner in which she has continued to conduct the business of this Board during the past year. The members also acknowledge and sincerely appreciate Chairman Cunningham's strong leadership in 1993 – a year which demanded intense commitment, wisdom and strength. The Board expresses its thanks to her for "rising to each occasion" and leading this Board through some very difficult and trying periods.

Mr. Goodridge offered Senior Management's appreciation to the Chairman for her leadership and for her intense caring about the system. He stated he was fortunate to have begun his Directorship with Trustee Cunningham as the Chairman of the Board.

The Chairman, noting the honour it is to represent the Board as its Chairman, thanked the trustees for their ongoing support especially over the last two years as the Board has gone from "crisis to crisis" in reaction to various Provincial Government initiatives. She expressed appreciation for the great strides the Board has made in claiming a "lot of little victories" and thanked the Chairs' Committee, the Director and members of Senior Management for extending themselves time and time again on behalf of the Board. She offered particular appreciation to Shirley Rogers, Assistant to the Secretary, and other staff members for their untiring efforts. On behalf of the Board, she also thanked the teachers for what they do on a daily basis.

FRENCH LANGUAGE SECTION

Presentation of the Report of the French Language Section – Mr. Desmarais

Moved by Mr. Desmarais seconded by Ms. Patenaude: That the Report of the French Language Section be adopted. Carried.

Moved by Ms. Patenaude, seconded by Mr. Paquin: That the members extend to Mr. Desmarais their appreciation for the efficient and competent manner in which the meetings of the French Language Section were Chaired during the 1993 Board year. Carried.

The Chairman of the Board expressed appreciation for the privilege and honour of working with Trustee Desmarais.

ELEMENTARY/SECONDARY

The Secretary drew the members' attention to the Resolution from the Bruce County Board of Education regarding Junior Kindergarten.

The correspondence was received and ordered filed.

Moved by Mrs. Lowe, seconded by Mr. Mulholland: That the Elementary/Secondary Part of the Report of the Program Committee be adopted.

Moved in amendment by Mrs. Rodgeron, seconded by Ms. Wilson: That Clause 2. (a) be amended to read: "That the results of the Grade 3 and 6 Canadian Achievement Test, or its equivalent, be presented to parents at the March parent-teacher interview, or, alternatively, at a time of mutual convenience for the parents and teacher.

Following some discussion, the Chairman's ruling that this amendment changed the intent of Clause 2. (a) was challenged and the challenge was upheld.

Speaking to the amendment, Trustee Rodgerson emphasized the purpose is to put the C.A.T. scores into the hands of the parents through the teacher rather than the principal, noting the flexibility built into the amendment relative to the timelines.

In response to a question, Miss Bond noted that the amendment, if it is adopted, is a school issue and that the principals and staff would determine the best way to implement the direction.

Trustees speaking in support of the amendment pointed to the partnership between teachers, students and parents and the need for constant communication.

The amendment was put to a vote and was Carried.

The Report, as amended, was put to a vote and was Carried.

Moved by Dr. Johnston, seconded by Ms. Orban: That the Elementary/Secondary Part of the Report of the Operations and Finance Committee be adopted.

Moved in amendment by Mr. Mulholland, seconded by Mrs. Bishop: That Clause 2. (a) (i) in the addenda be lifted into the body of the report.

Trustees speaking in opposition to the amendment cautioned that the Board is responsible and liable for the safety of students on school trips approved by the Board and offered that a trip to a dangerous location such as New York City is not necessary when there are safer and friendlier places to visit.

In response to a request, Mrs. Nicholls outlined the itinerary for the school trip in question, noting that the plans call for a variety of activities and are not limited to theatre interests.

Trustees speaking in support of the amendment offered confidence in the chaperons and the staff who have considered the conditions when planning this trip. It was pointed out that the Board, having just approved a new trip policy, should have taken that opportunity to specify certain cities it would not approve for trips.

Mr. Goodridge indicated that Senior Management will attempt to bring these recommendations to trustees for approval as soon as possible to prevent potential loss of deposit monies should the Board not approve a particular trip.

The amendment was put to a vote and was Carried.

In response to a question relative to the closure of Crestwood in Clause 1. (a), Mrs. Nicholls noted that there are contingency plans in place for students to access shops until Caledon is fully renovated for such classes. She confirmed that students will have access to all programs throughout the transition period.

At Trustee Stewart's request, Clause 2. (a) (viii) was put to a separate vote and was Carried.

At Trustee Mulholland's request, Clause 1. (b) was put to a separate vote and was Carried.

The remainder of the Report, as amended, was put to a vote and was Carried.

Moved by Mr. Stewart, seconded by Mr. Allen: That the Elementary/Secondary Part of the Report and Special Report of the Personnel and Organization Committee be adopted.

Trustee Allen, noting the pending retirement of Principal Ken Wallace, expressed appreciation for his many years of service with the Hamilton Board.

The motion was put to a vote and was Carried.

In pursuance of his Notice of Motion made at the last meeting, it was moved by Mr. Korz, seconded by Mr. Allen: That the Hamilton Board of Education give direction to allow the Hill Park Secondary School drama production of Oklahoma to proceed for the Spring of 1994.

Trustee Korz offered that the situation around the production of Oklahoma reflects a wider problem than an isolated school situation, i.e. the school system has become the latest battle ground

in political correctness. He called on the Board to commit itself to ensure that the exercise of historical revision does not occur.

Noting that the school administration at Hill Park has agreed to allow the production of Oklahoma, he respectfully requested that the motion be withdrawn.

Some trustees cautioned the Board against undermining the authority of the Principals in the schools, suggesting that the Notice of Motion did just that.

The Chairman ruled that she would permit the members to speak to the motion on the floor, bearing in mind that the mover has asked to withdraw the motion.

The Chairman's ruling was challenged and the challenge was upheld.

The members then voted in support of the withdrawal of the motion.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

REPORT OF THE FRENCH LANGUAGE SECTION SIXTH REPORT

Present: Trustees Desmarais (Chairman), Paquin and Patenaude.

Also Present: Trustee Mulholland.

Official Present: R. C. Lavoie (Superintendent of Schools, French as a First Language).

The French Language Section recommends:

1. That the response from the Co-Chairs of the Royal Commission on Learning dated 1993 10 22 declining the request for an extension of time in order to prepare the documents be received for information.
2. That the submission to the Royal Commission on Learning be approved and forwarded to the Commission.
3. That the correspondence from The Ontario French Language Trustees' Association (AFCSO) dated September 1993 re The Decisions of the Executive Council be received for information.
4. That the correspondence from The Ontario Prevention Clearing-house dated 1993 10 25 re Provincial Tour to Promote the Picture Book "Assez" and its "Resource Guide" be received for information.
5. That the correspondence from The City of Hamilton dated 1993 10 25 re Francophone Community Bulletin be received for information and referred to the Superintendent of Schools, French as a First Language.
6. That the report on Multi-Board Submission to obtain funding for the implementation of the Common Curriculum Program be received for information.
7. That the Verbal presentation on Ministry Guidelines for French Language Education by Gilberte Spooner, French Language Consultative Services, be received for information.
8. That the Update on the Transition Fund Project be received for information.

Respectfully submitted

Committee Room
1993 11 02

JEAN DESMARAIS
Chairman

RAPPORT DE LA SECTION DE LANGUE FRANÇAISE SIXIEME RAPPORT

Étaient présents: M. Desmarais (président), M. Paquin (conseiller scolaire), Mme Patenaude (conseillère scolaire)

Aussi présent(e)s: M. Mulholland (conseiller scolaire)

Administrateur présent: M. R. C. Lavoie (Surintendant des écoles de langue française)

La Section de langue française recommande :

1. que l'accusé réception des co-présidents de la Commission royale sur l'éducation en date du 22 octobre 1993 : (Objet : Refus de la requête de prolonger la période réservée aux audiences publiques), soit reçu à titre d'information.

2. que le mémoire présenté à la Commission royale sur l'éducation soit approuvé et envoyé à la Commission.

3. que la correspondance de l'Association française des conseils scolaires de l'Ontario (AFCSO) en date de septembre 1993 : (Objet : Décisions du conseil d'administration), soit reçue à titre d'information.

4. que la correspondance du Centre ontarien d'information en prévention en date du 25 octobre 1993 (Objet: Atelier "Assez!" et de son "Guide d'animation"), soit reçue à titre d'information.

5. que la correspondance de l'Hôtel de ville de Hamilton en date du 25 octobre 1993 : (Objet : Bulletins communautaires), soit reçue à titre d'information et référée au surintendant des écoles de langue française.

6. que le rapport d'une soumission collective pour l'obtention de fonds pour la mise en oeuvre du Programme d'études commun, soit approuvé et reçu à titre d'information.

7. que la présentation verbale de Gilberte Spooner, services consultatifs en langue française, sur la politique d'aménagement linguistique, soit reçue à titre d'information.

8. que la mise à jour du projet du Fonds d'aide transitoire soit reçue à titre d'information.

Respectueusement présenté

Salle de comité
le 2 novembre 1993

J. DESMARAIS
Chairman

REPORT OF THE PROGRAM COMMITTEE THIRD REPORT

Present: Trustees Lowe (Chairman), Bishop, Mason, Mulholland, Patenaude, Wilson and Cunningham.

Also Present: Trustees Allen, Desmarais, Hill, Johnston, Korz, Orban, Rodgerson, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), E. Bond (Superintendent of Program), R. Binns (Superintendent of Human Resources), P. Gillie (Superintendent of Administrative Services), N. Nicholls (Superintendent of Schools – Areas 2 and 4) and F. Cooke (Assistant Superintendent of Program).

The Committee recommends:

GENERAL

1. That the Report on Special Assignment – Gifted Education be received for information.

2. That the following Report of the Special Education Advisory Committee be approved:

a) That the Report regarding Black Youth Achievement, Southview, presented at the May meeting, be received for information.

b) That the Report on Special Education Statistics, presented at the June meeting, be received for information.

c) That the Report on the Review of Behavioural Exceptionality and Specific Learning Disability, Secondary School Students, be received for information.

3. That the members express to Mrs. Marion Lowe their appreciation for the effective and competent manner in which the meetings of this Committee have been conducted throughout this past year.

ELEMENTARY/SECONDARY

1. That the Report regarding the Transition Plan from Middle School to Secondary School for Students with Autism/Pervasive Developmental Disorders (PDD) be received for information and the following recommendation approved:

a) That the steps outlined in the plan for the middle to secondary school transition for students with autism/PDD be approved for implementation within existing resources for September 1994.

Clause 2(a) amended at Board

2. That the Report on Standardized Testing (Canadian Achievement Test) be received for information and the following recommendation approved:

a) That a statement be included with the Grades 3 and 6 report cards indicating that the results of the Canadian Achievement Test are available to parents through the school principal.

Respectfully submitted

M. LOWE
Chairman

Board Room
1993 11 04

ADDENDUM

The following motion was considered at the 1993 11 04 Program Committee meeting and was LOST:

ELEMENTARY/SECONDARY

1. That the following recommendations regarding Standardized Testing (Canadian Achievement Test) be approved:

(a) That parents of students in Grades 3 and 6 be advised, by way of the March Report Card, that a copy of their child's Canadian Achievement Test (C.A.T.) scores is available at either the March Parent/Teacher interview or through the School Principal; and

(b) That a cover sheet outlining C.A.T. score interpretation accompany the results.

REPORT OF THE SPECIAL MEETING OF THE PROGRAM COMMITTEE

Present: Trustees Lowe (Chairman), Bishop, Mulholland, Wilson and Cunningham.

Also Present: Trustees Allen, Hill, Johnston, Orban, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), P. Gillie (Superintendent of Administrative Services) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Report regarding Summer School 1993 and the Evening School Interim Report be received for information and the following recommendations approved:

a) That the Hamilton Board of Education continue to offer a summer and evening program.

b) Summer School Recommendations

i) That the Board continue to offer summer school at two lower city sites for 1994.

ii) That the minimum class size be raised from 15 to 25.

c) Evening School Recommendations – effective February, 1994

i) That the number of evening school sites be reduced from six to four.

ii) That the minimum class size for credit courses be raised from 15 to 20.

iii) That the class sizes for general interest courses be maintained at a minimum of 12 and an average of 16.

iv) That the general interest fee be raised by 50 cents an hour in two increments of 25 cents.

Respectfully submitted

Board Room
1993 11 09

M. LOWE
Chairman

**REPORT OF THE
OPERATIONS AND FINANCE COMMITTEE
THIRD REPORT**

Present: Trustees Johnston (Chairman), Desmarais, Korz, Orban, Rodgers, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Lowe, Mason, Mulholland, Patenaude, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), R. Binns, Superintendent of Human Resources), P. Gillie (Superintendent of Administrative Services), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Areas 1 and 3), N. Nicholls (Superintendent of Schools – Areas 2 and 4), G. Rutledge (Controller), S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the following reports be referred back to Senior Management for further consideration of the priorities of the 1993 Accommodation Report as detailed in Appendix D – Capital Financing (Page 98 of the 1993 Accommodation Report) and that a report be brought back to a Special Meeting of the Operations and Finance Committee in December, 1993:

- a) Accommodation Report Update and Preparation for 1994 Edition
- b) Renovations to Queen Mary, Hill Park and Hillsdale Schools.

Clause 2(a) and (b) Lost at Board

2. That the Report regarding the Sale of Surplus Schools and Sites be received for information and that the Superintendent of Finance and Treasurer be authorized to carry out the following recommendations:

a) That Onteora School and Site be declared surplus to the Board's needs and be sold in accordance with Ministry regulations with the understanding that the Board will not require additional accommodation to replace Onteora School in this attendance area within ten years of the date of disposal. The funds realized from this sale to be placed in Capital Reserves.

b) That the Board sell the 0.338 acre parcel of land in Lot 11 Concession 6 (Barton) [Bruleville Neighbourhood – Block 67] in accor-

dance with Ministry regulations and that the funds realized from this sale be placed in Capital Reserves.

3. That the presentation by the Hamilton and District Chamber of Commerce regarding the budget be received for information and referred to the officials for a response.

4. That the Interim Financial Status Report for the period ending 1993 09 30, be received for information.

5. That the Superintendent of Finance and Treasurer examine co-operative financing models for upgrades and repairs being used in other jurisdictions and report back to the Operations and Finance Committee prior to the presentation of the Final Estimates for 1994.

6. That the 1994 Capital Expenditure Multi-Year Forecast for 1995 to 1999 be approved.

7. That the Report on the 1994-1997 Public Relations Plan be accepted and the following recommendations approved:

a) That the Public Relations Officer report to the Operations and Finance Committee, annually, in November.

b) That the Public Relations Plan be communicated to staff and external audiences.

c) That a Public Relations Policy be developed and presented at the June, 1994 meeting of the Operations and Finance Committee.

d) That the Public Relations Policy formalize the Board's commitment to:

- . trust and openness in communication with internal and external publics
- . the development, review and evaluation of effective and systematic two-way communication programs at the school and system levels.

8. That the members express their sincere thanks to Dr. John Johnston for his leadership and competence in Chairing this Committee through the past year.

ELEMENTARY/SECONDARY

1. That the Report Regarding the Public Meetings for Closure of Ainslie Wood and Crestwood Secondary (Vocational) Schools be received for information and the following recommendations approved:

a) That Ainslie Wood Secondary (Vocational) School be closed, effective September, 1994.

b) That Crestwood Secondary (Vocational) School be closed, effective September, 1994.

2. That the following recommendations of the Director of Education be approved:

(a) That the following trip requests be approved:

(i) Adelaide Hoodless, Grades 6-8, Outdoor Education, Camp Wanakita, 1994 06 15-18 (Wednesday to Saturday)

(ii) Burkholder, Grades 6-8, Outdoor Education, Camp Arowhon, 1994 06 07-10 (Tuesday to Friday)

(iii) Dalewood, Grade 7, Outdoor Education, Camp Wanakita, 1994 01 09-12 (Sunday to Wednesday)

(iv) Tweedsmuir, Grades 6-8, Olympia Sports Camp, Huntsville, 1994 06 15-17 (Wednesday to Friday)

(v) Barton, Grade 9-OAC & Adults, Stratford, 1994 05 17 (Tuesday)

(vi) Delta, Grades 12-OAC, Basketball Team, Meadsville, P.A., U.S.A., 1993 12 28-29 (Tuesday to Wednesday)

(vii) Glendale, Grades 9-OAC, Basketball Tournament, Kingston, 1993 11 26-28 (Friday to Sunday)

(viii) Sherwood S.S., Grades 11-OAC, Washington/Williamsburg, 1994 04 27-1994 05 01 (Wednesday to Sunday)

(ix) Westdale, Grades 9-OAC, Basketball Tournament, King City, 1993 11 26-27 (Friday to Saturday)

(x) Westdale, Grades 9-11, Basketball Tournament, Barrie, 1993 11 26-27 (Friday to Saturday)

(xi) Westdale, Grades 9-OAC, Basketball Game, Western University, London, 1993 12 27-28 (Monday to Tuesday)

(xii) Westdale, Grades 9-OAC, Basketball Tournament, Queen's University, Kingston, 1993 12 03-04 (Friday to Saturday)

(xiii) Sir Allan MacNab, Senior Art/Drama, New York City, N.Y., 1994 04 21-24 (Thursday to Sunday)

Respectfully submitted

Board Room
1993 11 09

J. JOHNSTON
Chairman

ADDENDA

The following motions were considered at the 1993 11 09 meeting of the Operations and Finance Committee and were LOST:

GENERAL

1. That the following sites and properties be approved for sale:
 - a) The Brantdale School and Site.
 - b) The 6.00 acre parcel of land in Lot 29 Concession 2 (Saltfleet) [Kentley Neighbourhood – Block 37].

ELEMENTARY/SECONDARY

1. That the following clause be referred to the Special Meeting of the Operations and Finance Committee in December:
 - a) That Crestwood Secondary (Vocational) School be closed, effective September, 1994.

Clause 2(i) lifted to become Clause 2(xiii)

**REPORT OF THE
PERSONNEL AND ORGANIZATION COMMITTEE
TENTH REPORT**

Present: Trustees Stewart (Chairman), Allen, Darby, Hicks, Hill, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Mulholland, Orban and Rogers.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), R. Orlando (Superintendent of Plant), P. Gillie (Superintendent of Administrative Services), N. Nicholls (Superintendent of Schools – Areas 2 and 4), R. Lavoie (Superintendent of Schools – French as a First Language), F. Cooke (Assistant Superintendent of Program) and S. Rogers (Assistant to the Secretary).

The Committee recommends:

GENERAL

1. That the Workload Study, Plant Department – A Progress Report be received for information and the following recommendation approved:

(a) That the Joint Union-Management Committee continue to meet on a monthly or bi-monthly basis and report to Senior Management and the Personnel and Organization Committee no later than April, 1994.

2. That the following recommendations of the Director of Education be approved as presented:

1. **PROBATIONARY STAFF APPOINTMENTS** – Nil
2. **PERMANENT STAFF APPOINTMENTS** – Nil
3. **PROMOTIONS** – Nil
4. **INTERNAL APPOINTMENTS** – Nil
5. **TIMETABLE CHANGES** – Nil
6. **RETIREMENTS** – Nil

7. LEAVING EMPLOYMENT – Nil**8. LEAVES****Leave of Absence**

(a) That the request of the following staff for a Leave of Absence, effective as shown, be granted:

Dilys McIlveen (Cleaner, Cleaning Staff), 1994 02 14 to 1994 08 19

Return from Leave of Absence

(a) That the following staff be returned from their Leaves of Absence, effective as shown:

Kerry Fliss (Clerk Typist, Clerical and Technical Staff), 1993 10 19

Margaret F. Mills (Fireman, Caretaking and Maintenance Staff),
1993 09 13

Tammy Willemsen (Payroll Clerk, Clerical and Technical Staff),
1993 10 12

9. LONG-TERM OCCASIONAL STAFF APPOINTMENTS
– Nil**10. OTHERS** – Nil

* * * * *

3. That the Staffing Report – Full Time Equivalent Positions as of 1993 10 31 be received for information.

4. That the Report on Supply Teachers as of 1993 09 30 be received for information.

5. That the Report on Substitute Cleaner Usage as of 1993 09 30 be received for information.

6. That the Report on the Casual Budget and Expenditures as of 1993 09 30 be received for information.

7. That the following recommendations in the Report on the Ontario Municipal Employees Retirement System (O.M.E.R.S.), Downsizing Plan 7 be approved:

(a) That the Report be received for information.

(b) That a Resolution to enter into the O.M.E.R.S. Supplementary Downsizing Plan 7 be presented to the Board at the December, 1993 meeting of the Personnel and Organization Committee.

8. That the members acknowledge the conscientious efforts of Mr. Robert Stewart in the efficient way in which he has conducted the meetings of this Committee this past year.

ELEMENTARY/SECONDARY

1. That the Report on the Redeployment of Educational Assistants – September 1993 be received for information.

2. That the Report on the Revised Principal and Vice-Principal Selection Process be received for information and the following recommendation approved:

(a) That the revised process for selection of Vice-Principal candidates for 1993 be approved and that the revisions be applied to the upcoming Principal process.

3. That the following recommendations of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS – Nil

2. PERMANENT STAFF APPOINTMENTS

(b) (i) That Gordon R. Flis, Educational Assistant, be appointed to the Permanent Staff (Educational and Lunchroom Assistant Staff), effective 1993 10 20, with salary according to salary schedule.

(Contract Compliance – no increase in f.t.e.)

(ii) That the effective date of the appointment of Sherry Blenkhorn, Educational Assistant, to the Permanent Staff (Educational and Lunchroom Assistant Staff), approved at the October meeting, be changed to become effective 1993 05 14.

3. PROMOTIONS

(a) (i) That James Mackrory be appointed to the position of Acting Principal of an Elementary School, effective 1994 01 01, with salary according to the salary schedule. (Replacement)

(ii) That Kathryn Brink be appointed to the position of Acting Vice-Principal of an Elementary School, effective 1994 01 01, with salary according to the salary schedule. (Replacement)

4. INTERNAL APPOINTMENTS

(a) That the appointment of Maxine Martineau (E) to the position of Special Education Consultant – Area 1, be extended, effective 1993 10 19 to 1994 06 30 with salary according to the salary schedule.

5. TIMETABLE CHANGES – Nil**6. RETIREMENTS**

(a) (i) That the resignation of Kenneth Wallace, Elementary School Principal, for the purpose of retirement, effective 1993 12 31, be accepted with regret and that the Board's gratuity be paid.

(ii) That the resignations of the following teachers, for the purpose of retirement, effective as shown, be accepted with regret and that the Board's gratuity be paid.

Geraldine Dunn (E), 1994 06 30

Edward Supyk (S), 1994 01 28

(b) That the resignation of Theresa Seguin for the purpose of retirement from the position of Guidance Secretary (Secondary School Clerical and Secretarial Staff), effective 1993 12 31, be accepted with regret and that the Board's gratuity be paid.

7. LEAVING EMPLOYMENT

(a) That the date for the following staff to leave the employ of the Board be approved:

Marjorie Hesk (Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 10 31

8. LEAVES**Leave of Absence**

(a) That the requests of the following teachers for Leaves of Absence, effective as shown, be granted:

Carrie Collins (S), 1994 01 31 to 1994 08 31

Paula Gallant (S), 1994 01 03 to 1994 08 31

Donna Kehoe (E), 1994 01 03 to 1995 08 31

Jane Sherwood (E), 1993 02 04 to 1993 12 31

(b) That the request of the following staff for a Leave of Absence, effective as shown, be granted:

Elizabeth Rinas (Special Educational Assistant, Educational and Lunchroom Assistant Staff), 1993 09 01 to 1994 04 29

Leave Extension

(a) That the requests of the following teachers for an extension of their Leaves of Absence, effective as shown, be granted:

Mary Frankum (S), 1993 11 01 to 1993 11 13

Kathryn Goodin (E), 1993 11 24 to 1994 03 18

Christine Tate (E), 1993 12 06 to 1993 12 31

Return from Leave of Absence

(a) That the following teachers be returned from their Leaves of Absence and assigned teaching duties effective as shown, with salary according to the salary schedule:

David Crouch (E), 1993 11 08

Mary Frankum (S), 1993 11 15

Eleanor Gallagher (S), 1993 11 29

Laima Pohl (S), 1994 01 28

Leave of Absence – Date Change

(a) That the effective dates of the Leave of Absence granted to Helen Senson D'Addario (E), at a previous meeting, be changed to 1993 10 04 to 1994 04 08.

9. LONG-TERM OCCASIONAL STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Long-Term Occasional Staff, effective as shown, with salary according to the salary schedule:

Katherine Ammendolia (E), 1993 09 28 to further notice

Christine Columbus-Berta (E), 1993 10 07 to 1994 04 08

Joanne Crawford (E), 1993 09 08 to 1994 01 28

Janette Heaven (E), 1993 10 04 to further notice

Helen Jovanovic (E), 1993 09 24 to 1993 11 05

Julie Marshman-MacCuish (S), 1993 09 07 to further notice (2/3)

Lorraine Oliver (E), 1993 09 07 to further notice (.5)

Ruth Purdy (E), 1993 10 20 to further notice

Kimberley Richardson (E), 1993 10 14 to further notice

Alice Ronhaar (E), 1993 09 28 to further notice (.5)

Doris Smith (E), 1993 09 20 to further notice

Denise White (E), 1993 09 22 to further notice (.5)

10. OTHERS

(a) That David Gallagher be returned to the position of Elementary School Principal and be transferred from the Secondary Panel to the Elementary Panel, effective 1994 01 01, with salary according to the salary schedule.

* * * * *

4. That the following requests for "Four Over Five" Plan be approved:

(a) That approval be granted for the requests of the following teachers for Leaves of Absence under the Salary Holdback Plan ("Four Over Five" Plan) of the Collective Agreement, effective as shown:

Beryl Burgoyne (S), 1996 02 01 to 1996 06 30 (2nd Sem., 1995-96 School Year)

Joseph Hammill (S), 1996 02 01 to 1996 06 30 (2nd Sem., 1995-96 School Year)

(b) That the effective dates of the Leave of Absence under the Salary Holdback Plan ("Four Over Five Plan") granted to John Kirkland (S) at the September meeting be changed to 1997 09 01 to 1998 06 30 (1997-98 School Year).

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 11 11

**REPORT OF THE SPECIAL MEETING OF THE
PERSONNEL & ORGANIZATION COMMITTEE**

Present: Trustees R. Stewart (Chairman), Allen, Darby, Paquin and Cunningham.

Also Present: Trustees Bishop, Desmarais, Johnston, Korz, Lowe, Mason, Orban, Patenaude, Rogers and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary, R. Binns (Superintendent of Human Resources), E. Bond (Superintendent of Program), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Areas 1 and 3), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent – Program), S. Rogers (Assistant to the Secretary).

The Committee recommends:

ELEMENTARY/SECONDARY

1. That the following recommendation of the Director of Education be approved as presented:

1. PROBATIONARY STAFF APPOINTMENTS

(a) That Virginia Brisbin (S) be appointed to the Probationary Staff, effective 1993 11 22 (.5), with salary according to the salary schedule.

(Section 27 -Ministry Funded)

Respectfully submitted

R. STEWART
Chairman

Board Room
1993 11 18

MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 11 25

The Board met.

Present: Trustees Cunningham (Chairman), Allen, Bishop, Desmarais, Hicks, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Patenaude, Paquin, Rodgerson, Rogers and Stewart.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), R. Binns (Superintendent of Human Resources), E. Bond (Superintendent of Program), P. Gillie (Superintendent of Administrative Services), R. Orlando (Superintendent of Plant), M. Quinn (Superintendent of Schools – Areas One and Three), N. Nicholls (Superintendent of Schools – Areas Two and Four), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Secretary of the Board noted regrets for being unable to attend this evening's meeting were received from Trustees Darby and Hill.

GENERAL

The Chairman noted the purpose of this meeting is to consider the Trustees' Honorarium.

Moved by Mr. Korz, seconded by Mrs. Lowe: That, effective December, 1993 to November, 1994, the motion adopted by the Board in June, 1990, regarding Trustees' Honorarium be suspended and the Honorarium for the 1994 Board year not be increased.

Trustee Korz suggested that this direction sends a message to the system about the current economic realities.

Moved in amendment by Mrs. Mason, seconded by Dr. Johnston: That the Trustees' 1993 Honorarium rate be reduced by 2.5% in light of the restraints of the Social Contract.

While initially responding that the amendment changed the intent of the motion, the Chairman agreed with the members' suggestions and ruled it an acceptable amendment.

Trustee Mason, in speaking to the amendment, offered that the Board decided to abide by the spirit of the law as well as letter of the law when it voluntarily accepted the terms of the Social Contract. Adding that the Social Contract has put our employees in a very unequitable position, she suggested that trustees, as leaders of this system, must show respect for our employees by "swallowing some of the same medicine".

Trustees in opposition to the amendment pointed out that the Honorarium is well below the \$30,000 amount targeted by the government for reduction and questioned the arbitrary figure of a 2.5% reduction which would, in reality, have a minuscule impact on the budget.

Trustees in support of the amendment spoke to the example a voluntary reduction would set, the message of "being in solidarity" with its employees and the significance of the financial reality of the times.

Trustee Mason, in concluding debate, reiterated the intent of the amendment is to support the employees.

The amendment was put to a vote and was Lost.

In response to a question, the Chairman clarified that the motion does not impede a trustee's right to accept all, part or none of the honorarium. She agreed to incorporate the figures for the 1993 honorarium into the motion for clarification.

The motion, as follows, was put to a vote and was Carried.

That, effective December, 1993 to November, 1994, the motion adopted by the Board in June, 1990, regarding Trustees' Honorarium be suspended and that the Honorarium for the 1994 Board year not be increased and remain at the 1993 rate of: Chairman of the Board -\$19,300.00; Trustee - \$12,940.00.

Trustee Stewart questioned whether, under the terms of the Social Contract, the Board was able to target the surplus monies just effected to any employee group it wished. If so, he suggested he would make a motion to target the savings to the secondary school secretarial employee group noting that they are one of the groups suffering the heaviest reduction and, by virtue of action taken by the Board in previous years, i.e. lay offs which prevent any further downsizing, cannot generate any savings to be applied toward the target reduction figure.

Moved by Mr. Stewart, seconded by Dr. Johnston: That the increase in trustees' honorarium not taken be targeted to the Secondary Clerical Staff, represented by O.P.E.I.U., Local 527.

After some consultation, Mr. Shewfelt replied that he could not foresee any problem with this direction; however, he pointed out that the actual saving is only for the month of December since the "Board year" runs from December 1 of one year to November 30 the following year.

Trustee Stewart suggested that the savings represents a permanent reduction. He added his understanding of the Social Contract that the trustees would be well within their rights to target these monies as they wish, i.e. over the next calendar year as well as unused monies from the trustees' travel allowance be included.

Trustee Korz referenced Section 183(d) of the Education Act and suggested that this matter should be considered in-camera since it impacts on negotiations.

The Chairman ruled that further deliberation on this motion be held in abeyance until clarification is provided and agreed to convene a Special Meeting of the Board if needed.

As the Chairman declared the business of the public meeting closed, Trustee Stewart questioned why the Director's Restructuring Report was being presented in-camera, noting that some of the items within the report impact on curriculum and delivery of special services.

The Chairman ruled that the Report was appropriate for in-camera consideration as it deals with specific staffing positions.

The Board then met in-camera. No decisions were made relative to the Director's Restructuring Report -Stage III and the members agreed to continue consideration at a Special In-camera Meeting of the Board on 1993 11 30.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

MINUTES OF THE SPECIAL IN-CAMERA
MEETING OF THE BOARD OF EDUCATION

Board Room
Education Centre
1993 11 30

The Board met.

Present: Trustees Cunningham (Chairman), Allen, Bishop, Darby, Desmarais, Hicks, Johnston, Korz, Lowe, Mason, Mulholland, Orban, Paquin, Rodgeron, Rogers, Stewart and Wilson.

Officials Present: D. Goodridge (Director of Education and Secretary), P. Shewfelt (Superintendent of Finance and Treasurer), E. Bond (Superintendent of Program), P. Gillie (Superintendent of Administrative Services), M. Quinn (Superintendent of Schools, Areas 1 and 3), N. Nicholls (Superintendent of Schools, Areas 2 and 4), R. Lavoie (Superintendent of Schools, French as a First Language), F. Cooke (Assistant Superintendent of Program), G. Rutledge (Controller) and S. Rogers (Assistant to the Secretary).

The Secretary of the Board noted regrets for being unable to attend this evening's meeting were received from Trustees Hill and Patenaude.

GENERAL

The Board met in-camera to consider the Director's Restructuring Report – Phase 3. The following action was taken:

Moved by Mrs. Bishop: That this Special In-camera Meeting of the Board resolve into a Committee-of-the-Whole and that Trustee Lowe be Chairman of the Committee-of-the-Whole. Carried.

The Chairman noted that, unless otherwise indicated, all recommendations are under General jurisdiction. Recommendations under Elementary/Secondary jurisdiction will be noted as appropriate.

Following debate, it was moved by Mr. Mulholland: That Director's Restructuring Report – Phase 3 be received for information and the following recommendations in Appendix A – Administrative Services – be approved:

(a) That the Secretary to the former Superintendent of Schools, Area 4 be transferred to the Superintendent of Administrative Services effective 1994 01 01.

(b) That the position of Supervisor of Research Services be eliminated effective 1993 12 31.

(c) That the position of Program Research Analyst be transferred immediately from Research Services to the Program Department with appropriate secretarial support being deployed within the Program Department Plan.

(d) That the Second Secretary in the software technician section be transferred to the Research Department effective 1994 01 01.

(e) That the .8 Full Time Equivalent (F.T.E.) secretarial position in the software technician section be transferred, effective 1994 01 01, to the Human Resources Department for deployment as follows: .4 for clerical support in Human Resources and .4 to be allocated under leave, timetable reductions and social contract obligations.

(f) That the Communications Department be eliminated and the functions and staff in the Information Desk and the Printing Department be transferred to Administrative Services effective 1994 01 01.

(g) That the Public Relations Officer and Secretary to the Officer continue to report to the Office of the Director and Secretary to the Board, and the position of Assistant to the Public Relations Officer be phased out as circumstances permit during 1994.

Trustee Stewart questioned why this special meeting was being held in-camera as he did not feel it met any of the five criteria listed in the Education Act for in-camera issues.

Moved by Mr. Stewart: That this Special In-camera Meeting of the Board convene in a public session.

Debate on the motion centred on the sensitivities within the report as it relates to specific positions and people within those positions.

The motion on convening publicly was put to a vote and was Lost.

The motion on receiving the report for information and the recommendations regarding Administrative Services was put to a vote and was Carried.

Moved by Miss Cunningham: That the following recommendations in Appendix B – Financial Services – be approved.

(h) That the two departments responsible for Property, Insurance, Audit and Assessment functions be consolidated in the Fall of 1994 thereby reducing the staff complement by one managerial position.

(i) That the staff complement in the Purchasing Department be reduced by two Warehouse Assistants.

(j) That the staff complement in the Transportation Department be reduced by one clerical position.

(k) That the staff complement in the Accounting Department be reduced by one clerical position.

(l) That the .5 position of Stage Technician from Financial Services be reassigned to the Principal of Sir John A. Macdonald Secondary School.

Trustee Mulholland declared a conflict of interest and left the Board Room.

The motion was put to a vote and was Carried.

Moved by Mr. Mulholland: That the following recommendations in Appendix C – Human Resources Services – be approved:

(m) That the Payroll functions (Educational Assistants, Lunchroom Supervisors, etc.) be moved to the Finance Department with appropriate clerical allocation. (-1.0)

(n) That the Employment Services Position be deleted and incorporate the duties of this position into the Employment Officer positions. (-1.0)

(o) That 2 Employment Officer positions be posted. (+1.0)

(p) That the Lunchroom Program Leader (Program Department) and Lunchroom Secretary be transferred into Staffing Services. (+2.0) [Elementary/Secondary]

(q) That the Staffing Co-ordinator (Academic) position be extended as a temporary position until 1994 06 30 and that it be posted as a permanent position in June, 1994 for a 5-year term (renewable). – 1994 07 01 to 1999 06 30 (No Change)

(r) That the Sick Leave and Attendance Clerk position be posted. (No Change)

(s) That 2 Human Resources Clerks (.5 each) be posted. (F.T.E. 1.0) – 1994 01 01 (+0.4) (Teacher Qualifications, Seniority Lists, Employee Integrated System [E.I.S.] data entry – Transfer 0.4 of the Curriculum Resources & Technologies [C.R.T.] Secretary) – 1994 01 01 (therefore No Change)

(t) That the Equity Co-ordinator position be increased to F.T.E. 1.0. (+0.2)

(u) That the Safety Technician position be converted from a term (ends 1994 06 30) to a permanent position (beginning 1994 01 01) and that the position be posted. (No Change)

(v) That the Associate Director's Secretary position be redeployed in Human Resources. (Transfer – No Change)

(w) That a position be posted to assist in Freedom of Information (F.O.I.) and records management responsibilities

(include E.I.S. liaison in this permanent position). (Transfer – No Change)

(x) That the Board take no action on the position of Assistant Superintendent (Human Resources). (No Change)

(y) That the position of Supervisor of Asbestos Response Team (Term position to 1995 06 30) be deleted and that a Hazardous Materials position be posted as a permanent position effective 1994 09 01. (Net effect -No change)

Under Elementary/Secondary jurisdiction, Clause (p) was put to a vote and was Carried.

At Trustee Korz' request, Clause (t) was put to a separate vote and was Carried.

The remainder of the Clauses in the motion were put to a vote and were Carried.

Moved by Mr. Mulholland: That the following recommendations in Appendix D – Program Department – be approved:

(z) That responsibility for the Lunchroom Program Leader and Secretary be transferred to the Superintendent of Human Resources. [Elementary/Secondary]

(aa) That the position of Special Assignment Teacher – Gifted Education be deleted effective 1994 08 31.

(bb) That the position of Special Education Consultant, with responsibilities for Able, Gifted and Talented Education be established within the existing staff complement, with salary according to the salary schedule, 1994 09 01 to 1997 08 31.

(cc) That the position of Co-ordinator of Special Education be renamed Supervisor of Special Education, effective 1994 09 01, duties to include supervisory responsibility for Special Education Consultants.

(dd) That Dr. Janice Tomlinson be assigned to the position of Supervisor of Special Education effective 1994 09 01.

(ee) That the two positions of Home Instruction Teacher be deleted effective 1994 08 31.

(ff) That the position of Co-ordinator of Adjustment Services be renamed Supervisor of Adjustment Services, effective 1994 09 01, duties to include supervisory responsibility for Adjustment Consultants and Social Workers.

(gg) That Bryan Schofield be assigned to the position of Supervisor of Adjustment Services effective 1994 09 01.

(hh) That the duties of the Chief Psychologist be amended to include supervisory responsibility for Psycho-Educational Consultants effective 1994 09 01.

(ii) That the position of Speech and Language Program Leader (Professional Student Support Personnel) be posted, to be effective 1994 09 01.

(jj) That the duties of the Superintendent of Program be amended to include supervisory responsibility for the Primary, Junior and Transition Years' Consultants.

(kk) That the position of Administrative Secretary – Budget/Research Analyst (Administrative Support Staff – Grade 9) be posted effective 1994 01 01.

(ll) That the position of Program Department Secretary – Identification, Placement and Review Committee [IPRC] (OSSTF Clerical and Technical Unit – Grade 4, under review) be posted to be effective 1994 01 01.

Under Elementary/Secondary jurisdiction, Clause (z) was put to a vote and was Carried.

The remaining Clauses in the motion were put to a vote and were Carried.

Moved by Mr. Mulholland: That the recommendations in Appendix E – Superintendents of Schools – be approved as follows:

The members requested these Clauses be voted on separately.

(mm) That the four positions of Area Supervisor be retained and redefined as Assistants to the Superintendent effective 1994 08 31. [Elementary/Secondary]

Moved in amendment by Mrs. Bishop: That Clause (mm) be referred back to the Officials for a report in January, 1994. [Elementary/Secondary] Carried.

(nn) That the Special Education Consultants be reduced from five to four effective 1994 08 31. Carried.

(oo) That the positions currently held by Adjustment Consultants and Social Workers be retained consistent with the plans of the Program Department to service the social and behavioural needs within schools. Carried.

(pp) That the alignment within the mountain schools and the alignment within the lower city schools remain flexible to allow for vertical and horizontal groupings. [Elementary/Secondary] Carried.

(qq) That the existing field centres be maintained to provide efficient service through a collaborative team approach for all personnel involved in direct servicing to schools. [Elementary/Secondary]

Trustee Rogers asked to go on record as being in support of Clause of (qq) as amended.

Moved in amendment by Mr. Korz: That the existing area offices be maintained until 1994 06 30 to provide efficient service through a collaborative team approach for all personnel involved in direct servicing to schools and that further recom-

mendations re area office staff be brought back to the Board. [Elementary/Secondary] Carried.

(rr) That the complement of secretaries be reduced by 3 through a flexible implementation plan with a completion date of 1994 08 31. [Elementary/Secondary]

Moved in amendment by Mr. Korz: That Clause (rr) be referred back to the Officials. [Elementary/Secondary] Carried.

Moved by Mr. Mulholland: That the Committee-of-the-Whole now be dissolved and return to the Special In-camera Meeting of the Board. Carried.

Moved by Mrs. Lowe, seconded by Mr. Mulholland: That the Report of the Committee-of-the-Whole be adopted. Carried.

The meeting then adjourned.

Adopted as presented.

.....
Chairman

ANNUAL FINANCIAL STATEMENTS
of
THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

for the Year Ended December 31, 1993

AUDITOR'S REPORT

To the Trustees of
The Board of Education for the
City of Hamilton

We have audited the balance sheet of The Board of Education for the City of Hamilton as at December 31, 1993 and the Revenue Fund Statement of Operations, the Capital Fund Statement of Operations and the Reserve Fund Statement of Continuity for the year then ended. These financial statements are the responsibility of the school board's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 1993 and the results of its operations and the changes in its reserve funds for the year then ended in accordance with the accounting principles described in note 1 to the financial statements.

Hamilton, Canada
March 30, 1994

MacGILLIVRAY PARTNERS
Chartered Accountants

**The Board of Education for the City of Hamilton
BALANCE SHEET AS AT DECEMBER 31, 1993
(with comparative figures for 1992)**

ASSETS	1993 (\$000's)	1992 (\$000's)
CURRENT ASSETS		
Cash and Short-Term Deposits - Note 6	20,489	24,096
Accounts Receivable		
Other School Boards	1,411	223
Government of Ontario	7,954	9,816
Other	1,100	1,759
Prepaid Expenses	2,913	297
Other Current Assets	227	208
	<u>34,094</u>	<u>36,399</u>
DUE FROM THE MINISTRY OF EDUCATION & TRAINING RE: LOANS PAYABLE TO THE ONTARIO FINANCING AUTHORITY	1,704	
CAPITAL OUTLAY TO BE RECOVERED IN FUTURE YEARS - Note 1 (b)	17,879	15,959
TOTAL ASSETS	<u>53,677</u>	<u>52,358</u>
LIABILITIES	1993 (\$000's)	1992 (\$000's)
CURRENT LIABILITIES		
Accounts Payable		
Over Requisition - Note 1 (d)	5,151	7,412
Trade Payables and Accrued Liabilities	10,534	11,709
Reserve for 1993 Tax Reduction		2,324
Deferred Income	2,471	2,822
	<u>18,156</u>	<u>24,267</u>
LOANS PAYABLE TO THE ONTARIO FINANCING AUTHORITY	1,986	
NET LONG-TERM LIABILITIES - Note 3	13,900	14,815
RESERVE FOR WORKING FUNDS - Note 1 (c)	5,800	5,800
EQUITY IN RESERVE FUNDS - Note 1 (c)	13,835	7,476
TOTAL LIABILITIES AND FUND BALANCES	<u>53,677</u>	<u>52,358</u>

**The Board of Education for the City of Hamilton
REVENUE FUND STATEMENT OF OPERATIONS
for the Year Ended December 31, 1993**

	1993 (\$000's)	1992 (\$000's)
EXPENDITURE		
Business Administration	5,091	4,562
General Administration	1,593	1,766
Computer Services	3,364	2,997
Instruction	208,908	207,054
Plant Operation and Maintenance	29,878	30,576
Transportation	5,589	5,837
Tuition Fees	4,784	4,439
Capital Expenditure (Non-Allocable)	4,067	5,346
Debt Charges - Note 4	2,488	2,333
Other Operating Expenditures	3,718	5,303
Non-operating Expenditure Excluding Transfers to Reserves	2,597	6,167
TOTAL EXPENDITURE	<u><u>272,077</u></u>	<u><u>276,380</u></u>
RECOVERY OF EXPENDITURE		
Other School Boards - Tuition Fees & Miscellaneous	15,862	15,424
Government of Ontario - Miscellaneous	1,023	3,271
Government of Canada	316	310
Individuals - Tuition Fees	698	690
Other Revenue Excluding Transfers from Reserves	2,083	2,903
TOTAL RECOVERY OF EXPENDITURE	<u><u>19,982</u></u>	<u><u>22,598</u></u>
NET EXPENDITURE	<u><u>252,095</u></u>	<u><u>253,782</u></u>
FINANCING OF NET EXPENDITURE		
Government of Ontario General Legislative Grants	84,945	83,697
Local Taxation Previous Year's Over Requisition - Note 1 (d)	7,764	6,043
Local Taxation Raised in Current Year	168,064	167,436
Refund of Taxes for Reasons of Employee Withdrawal of Service	2,324	
(Increase) Decrease in Reserves other than Reserve for Refund of Taxes	(5,851)	6,342
	<u><u>257,246</u></u>	<u><u>263,518</u></u>
To be Applied to the Following Year's Taxation Net Over Requisition - Note 1 (d)	(5,151)	(7,412)
Reserve for Refund of Taxes for Reasons of Employee Withdrawal of Services		(2,324)
	<u><u>(5,151)</u></u>	<u><u>(9,736)</u></u>
TOTAL FINANCING	<u><u>252,095</u></u>	<u><u>253,782</u></u>

The Board of Education for the City of Hamilton
CAPITAL FUND STATEMENT OF OPERATIONS
for the Year Ended December 31, 1993
(with comparative figures for 1992)

	1993 (\$000's)	1992 (\$000's)
CAPITAL EXPENDITURE		
Capital Assets and Work in Progress		
Buildings, Furniture and Equipment	8,321	7,798
School Sites and Improvements to Sites	<u>152</u>	<u>147</u>
TOTAL CAPITAL EXPENDITURES	<u>8,473</u>	<u>7,945</u>
 CAPITAL FINANCING		
Unexpended Funds (Balance Not		
Permanently	(1,144)	(1,446)
Financed) at Beginning of Year		
Long-Term Liabilities Issued and Sold		1,292
Capital Expenditure from the Revenue Fund	5,638	6,955
Balance at End of Year Not Permanently		
Financed	<u>3,979</u>	<u>1,144</u>
TOTAL CAPITAL FINANCING	<u>8,473</u>	<u>7,945</u>

The Board of Education for the City of Hamilton
RESERVE FUND STATEMENT OF CONTINUITY
for the Year Ended December 31, 1993
 (figures rounded to nearest \$)

	Capital (\$000's)	Retiring Gratuities (\$000's)	Mill Rate Stabilization (\$000's)	Restructuring (\$000's)	Integrated Info. Systems (\$000's)	1993 Total (\$000's)	1992 Total (\$000's)
BALANCE DECEMBER 31, 1992	923	6,553	---	---	---	7,476	13,185
Transfer from Revenue Fund to Reserve Fund	---	1,573	5,723	188	300	7,744	---
Total amount provided during the year from the Revenue Fund	205	---	---	---	---	205	2,203
Earnings on Reserve Fund Investments	57	292	156	3	---	508	883
	1,185	8,378	5,879	191	300	15,933	16,271
Transfers to Revenue Fund	10	2,088	---	---	---	2,098	8,795
BALANCE DECEMBER 31, 1993	1,175	6,290	5,879	191	300	13,835	7,476

**The Board of Education for the City of Hamilton
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1993**

1. SIGNIFICANT ACCOUNTING PRINCIPLES

The financial statements have been prepared by the Board using accounting principles that are prescribed by the Ministry of Education and are considered appropriate for Ontario School Boards. These principles are in accordance with generally accepted accounting principles except as follows:

(a) Accrual Accounting

Revenue and expenditure are accounted for on the accrual basis of accounting with the following exceptions:

- (i) No provision is made for interest on unmatured debenture debt from the date of payment to the year end.
- (ii) No provision is made to record the liability for retirement and/or sick leave benefits accruing over the working lives of employees.

(b) Capital Assets

Capital assets are charged to current expenditure unless financed by long-term debt. Principal and interest charges on net long-term liabilities are included as expenditures in the period due. Capital assets, described as capital outlay to be recovered in future years, are included on the balance sheet only to the extent of the balance of the related net long-term liabilities outstanding and of the related temporary financing at the year end.

(c) Reserves and Reserve Funds

Reserves and Reserve Funds represent funds appropriated for general and specific purposes and are charged or credited to Revenue Fund Operations in the year appropriated or drawn down. The amounts in Reserves and Reserve Funds are approved by the Board and are within the limits defined in the Education Act.

(d) Under/Over Requisition of Taxes

The difference between the net expenditure of any year and the amounts received to finance these expenditures is carried forward to the subsequent year to either increase or reduce the net revenue requirements from ratepayers.

(e) Supplementary Taxes

Supplementary taxes are deferred in the year received and recorded as revenue in the following year.

2. RETIREMENT GRATUITIES PLANS

Employees may become entitled to cash payments when they leave the employment of the Board for purposes of retirement providing they meet the prescribed age or service requirements. Retirement gratuities of \$2,088,000 were paid in 1993 (1992 - \$2,896,000). An amount of \$6,290,000 (1992 - \$6,553,000) is provided by way of a reserve fund which has been funded in accordance with a 1987 Actuarial Report. The amount of the total liability in respect of employees who meet the vesting requirements of the plans at the end of 1993 is \$37,991,000 (1992 - \$34,653,000). Notwithstanding the use of reserve funds, recognition for General Legislative Grants purposes continues to be made in respect of the actual amounts paid to employees.

3. NET LONG TERM LIABILITIES

The net long-term liabilities consist of debentures which have a retractable feature, exercisable on specific dates only, at the option of the debenture holders. Of the net long-term liabilities outstanding of \$13,900,000, principal amounting to \$3,505,000 plus interest amounting to \$8,468,000 is payable over the next five years as follows:

	Principal	Interest	Total
1994	\$ 619,000	\$ 1,631,000	\$ 2,250,000
1995	739,000	1,699,000	2,438,000
1996	721,000	1,697,000	2,418,000
1997	723,000	1,719,000	2,442,000
1998	703,000	1,722,000	2,425,000
	<u>\$ 3,505,000</u>	<u>\$ 8,468,000</u>	<u>\$ 11,973,000</u>

4. DEBT CHARGES

The Revenue Fund expenditure for debt charges includes principal and interest payments as follows:

Principal payments on long-term liabilities	\$ 921,000
Interest payments on long-term liabilities	<u>1,567,000</u>
	<u>\$ 2,488,000</u>

5. PENSION PLAN COSTS

All non-teaching employees of the Board are eligible to be members of the Ontario Municipal Employees Retirement System which is a multi-employer final average pay contributory plan. Employer contributions made to the plan during the year by the Board amounted to \$2,338,000 (1992 - \$2,256,000). Those amounts have been included in employee benefits expense in the Revenue Fund Statement of Operations.

Not shown in the financial statements of the Board are the employer's contributions to the Teachers' Pension Plan. The funding for such is provided directly by the Provincial Government.

6. RESTRICTED FUNDS

Cash and short-term deposits of \$14,571,000 (1992 - \$8,544,000) are restricted in order to fully fund the equity in reserve funds and other.

7. ONTARIO SCHOOL BOARD EXCHANGE

The Board is a member of the Ontario School Board Insurance Exchange (OSBIE), a reciprocal insurance company licensed under the Insurance Act. OSBIE insures general public liability, property damage and certain other risks. The membership period is for five years, ending December 31, 1996.

8. LEASE COMMITMENTS

The Board currently leases telephone and computer equipment under long-term leases expiring at various dates up to December 1998. The total obligation under existing leases amounts to approximately \$5,255,000. Over the next five years the minimum annual payments required under the leases are:

1994	\$ 2,398,000
1995	1,359,000
1996	1,041,000
1997	379,000
1998	78,000
	<u>\$ 5,255,000</u>

9. REVENUE FROM OTHER SCHOOL BOARDS

Under the Education Act, the Board is qualified to charge other school boards a high cost factor for students who take certain programs. As is their right under the Act, two school boards have elected resolution through arbitration, the outcome of which is not determinable at this time.

**ANNUAL
FINANCIAL STATEMENTS
of
THE BOARD OF EDUCATION FOR
THE CITY OF HAMILTON FOUNDATION**

for the year Ended December 31, 1993

AUDITOR'S REPORT

To the Directors of
The Board of Education for the
City of Hamilton Foundation

We have audited the balance sheet of The Board of Education for the City of Hamilton Foundation as at December 31, 1993 and the statement of surplus for the year then ended. These financial statements are the responsibility of the foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the foundation as at December 31, 1993 and the results of its operations for the year then ended in accordance with generally accepted accounting principles.

Hamilton, Canada
February 24, 1994

MacGillivray Partners
Chartered Accountants

**The Board of Education for the City of Hamilton Foundation
BALANCE SHEET AS AT DECEMBER 31, 1993**

Assets	1993	1992
Cash in Bank	\$37,928	\$34,010
Accrued Interest Receivable	11,293	11,102
G.S.T.Rebate Receivable	21	20
Investments, at Cost	275,848	267,403
(1993 - market value \$275,508)	<u>\$325,090</u>	<u>\$312,535</u>
(1992 - market value \$266,633)		
Surplus		
Capital Funds (Note 2)	\$284,848	\$268,453
Unexpended Income	40,242	44,082
	<u>\$325,090</u>	<u>\$312,535</u>

**The Board of Education for the City of Hamilton
STATEMENT OF SURPLUS
for the Year Ended December 31, 1993**

	Capital Funds	Unexpended Income	1993 Total	1992 Total
Balance, January 1	\$268,453	\$44,082	\$312,535	\$316,425
Revenue				
Donations	10,673	5,360	16,033	56,965
Interest		22,556	22,556	27,108
Transfer from Unexpended Income	5,722		5,722	2,049
Transfer from Capital				13,951
	<u>16,395</u>	<u>27,916</u>	<u>44,311</u>	<u>100,073</u>
Expenditures				
Awards		26,034	26,034	87,963
Transfer to Capital		5,722	5,722	2,049
Transfers to Unexpended Income				13,951
		<u>31,756</u>	<u>31,756</u>	<u>103,963</u>
Balance, December 31	<u>\$284,848</u>	<u>\$40,242</u>	<u>\$325,090</u>	<u>\$312,535</u>

NOTES TO THE FINANCIAL STATEMENTS

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

Revenue and expenditures are accounted for on the accrual basis, whereby revenues are recorded when earned and expenditures are recorded when incurred.

(b) Donated Materials and Services

The fair market value of donated materials and services are recorded when received.

2. CAPITAL FUNDS

The Capital Funds are restricted according to the terms of reference of the award.

3. DONATED MATERIALS AND SERVICES

The Foundation has not received donated materials or services during the current year or the previous year.

The Board of Education for the City of Hamilton Foundation
ANALYSIS OF INVESTMENTS AS OF DECEMBER 31, 1993
 (figures rounded to nearest \$)

	Dom. of Can. 3%	Due Sept 15/96	C.I.B.C. 4.125%	Dec 15/93 - June 15/96	Bank of Mont. 8%	June 15/92 - June 17/96	Prov. of Ont. 8%	June 15/92 - June 15/96	Royal Bank 7.875%	June 15/92 - June 17/96	Mont. Trust 7.875%	June 15/92 - June 15/96	Mont. Trust 6.375%	June 2/93 - June 2/96	Total Investments
A. Morrell Memorial Scholarship				3,000	430										3,430
A.D. Needle Trust Fund Award					2,800										2,800
A.J. Krever Award					1,844										1,844
Andrew MacDonald Award					1,205										1,205
Art Scholarship		3,350			1,750										5,100
Award of Merit					500										500
Bill Mastin Memorial Award					7,147										7,147
Buchan Medal Award		800			250										1,050
C. Thomas Lowe Memorial Award							925								925
C.G.W. McKague Award					1,844										1,844
C.M.H.C. & Hamilton and District Home Builders Association Award				500				35,675							36,175
Carol Moule Memorial Award				700				1,410							35,392
Continuing Education Award								6,000							6,000
Delta Staff Association Award								250							250
Dr. Harry Paikin Memorial Fund															3,925
E. Michael Zebroski Music Scholarship								3,536							3,536
Elma Darlington Award								2,000							2,000

Elva Kendal Newlands Award in Literature.....					2,000			2,200
Emily Kirby Award in Family Studies.....					200			200
English Literature Award.....					500			500
Ezra E. Parkehouse Prize					100			100
Frank A. Magee Award.....					212			212
G.L. Cooper Award.....					500			500
George R. Allan Prize.....					200			200
George R. Parke Award					590			590
Gladys McAndrew Memorial Award.....				200	3,334			3,534
H.H. Lowden Award					1,550			1,550
Hamilton Draftsman's Association Prize.....					3,850			3,850
Hamilton Place Award					100			100
Hess Street Proficiency Award.....					1,050			1,050
Hess Street School Reunion Award					2,000			2,000
Hill Park Art Award					250			250
Hardy Awrey Memorial Fund.....				200	5,600		50	5,850
Ida M. Robb Memorial Award.....					1,274			1,274
Helen Detwiler Fund					1,675		1,000	2,675
James Johnson Memorial Award		600			9,416			10,016
Jansen H.H. Memorial Award Fund						203		203
John McCullough Award		400				50		450
L. George Russell Award						343		343
Lucille Laframboise Memorial Award.....						3,387		3,647
Lawrence Munroe Scholarship.....				90	170			9,504
Luke H. LeRoy Award.....						1,000		1,000
Muriel Eastman Scholarship in English.....						329		329
Madeline Westland Memorial Award						1,000		1,000
McIlwraith War Memorial Award						150		150
Megan Lawrence Alternative Education Fund						10,500		10,500
Memorial Award						3,700		5,933
Miss Laura Miller Award in Public Speaking		2,233		200		17,000		17,200

Miss Susan E. Bennetto Award.....				1,116		1,116
Paardeburg IODE Award.....		50			1,950	2,000
Pat Kirby Citizenship Award.....	124	150				3,072
Paul J. Myler Trust.....					3,000	3,000
R. Cole Award.....				594		594
Recognition of Excellence Award.....	508				5,800	6,308
Royal Oak Dairy Award.....				800		800
Sandi Bell Award.....				680		680
Seneca School Citizenship Foundation Award.....				150		150
Sharon MacKay Trust Fund.....					3,474	3,474
Sir Allan MacNab Academic Award.....					5,128	5,128
Sir John M. Gibson Award.....				1,100		1,100
Sir John A. Macdonald Secondary School Award.....	1,117				1,000	2,117
Stan Sobel Award.....					10,000	10,000
Stella Osborn Award.....					6,046	6,046
Strathcona Reunion Committee Award.....					600	600
Thomas F. McIlwraith Award.....					200	200
The Doris Gasse Award.....					500	500
The Dr. E.A. Hutton Award.....		5,000				5,000
The Murray Black Music Scholarship.....					150	6,350
The Norman E. Reid Award.....	1,500				4,700	2,577
The Walter Gasparik Memorial Award.....					2,577	1,000
Vern Ames Prize in Mathematics.....					1,000	7,203
Wm. Alexander Lees Memorial Scholarship.....					7,203	5,000
Wm. Flannigan Geography Prize.....					5,000	500
The Ray McCormick Award.....					500	1,300
TOTALS	8,500	7,222	54,977	89,567	54,404	275,848
Market Value December 31, 1993	8,160	7,222	54,977	89,567	54,404	275,508

The Board of Education for the City of Hamilton Foundation
STATEMENT OF SURPLUS AS OF DECEMBER 31, 1993
 (figures rounded to nearest \$)

	Balance Jan. 1/93 \$	Donations \$	Transfers In (Out) \$	Disbursements \$	Balance Dec. 31/93 \$
Capital Funds					
A. Morrell Memorial Scholarship	3,408	23			3,431
A.D. Needle Trust Fund Award	2,800				2,800
A.J. Krever Award	1,844				1,844
Andrew MacDonald Award	1,205				1,205
Art Scholarship	5,100				5,100
Award of Merit	500				500
Bill Mastin Memorial Award	7,147				7,147
Buchan Medal Award	1,050				1,050
C. Thomas Lowe Memorial Award	925				925
C.G.W. McKague Award	1,844				1,844
C.M.H.C. & Hamilton and District Home Builders Association Award	35,675		500		36,175
Carol Moule Memorial Award	34,692		700		35,392
Continuing Education Award	6,000				6,000
Delta Staff Association Award	250				250
Dr. Harry Paikin Memorial Fund	3,925				3,925
E. Michael Zebroski Music Scholarship	3,535				3,535
Elma Darlington Award	2,000				2,000
Elva Kendal Newlands Award in Literature	2,000		200		2,200
Emily Kirby Award in Family Studies	200				200
English Literature Award	500				500
Ezra E. Parkehouse Prize	100				100
Frank A. Magee Award	211				211

G.L. Cooper Award.....	500		
George R. Allan Prize.....	200		
George R. Parke Award.....	590		
Gladys McAndrew Memorial Fund.....	3,334	200	
H.H. Lowden Award.....	1,550		
Hamilton Draftsman's Association Prize.....	3,850		
Hamilton Place Award.....	100		
Hardy Awrey Memorial Fund.....	5,650	200	
Helen Detwiler Fund.....	2,675		1,000
Hess Street Proficiency Award.....	1,050		
Hess Street School Reunion Award.....	2,000		
Hill Park Art Award.....	250		
James Johnson Memorial Award.....	10,016		
Jansen H.H. Memorial Award Fund.....	203		
John McCullough Award.....	450		
L. George Russell Award.....	344		
Lawrence Munroe Scholarship.....	9,504		
Lucille Laframboise Memorial Award.....	3,557	90	
Luke H. LeRoy Award.....	1,000		
Madeline Westland Memorial Award.....	1,000		
McIlwraith War Memorial Award.....	150		
Megan Lawrence Alternative Education Fund.....	10,500		
Memorial Award.....	5,933		
Miss Laura Miller Award in Public Speaking.....	17,000	200	
Miss Susan E. Bennetto Award.....	1,116		
Muriel Eastman Scholarship in English.....	329		
Paardeburg IODE Award.....	2,000		
Pat Kirby Citizenship Award.....	2,948	124	
Paul J. Myler Trust.....	0	3,000	

The Board of Education for the City of Hamilton Foundation
STATEMENT OF SURPLUS AS OF DECEMBER 31, 1993
 (figures rounded to nearest \$)

Unexpended Income	Balance Jan. 1/93 \$	Donations/ Transfers \$	Interest Receipts \$	Disbursements/ Transfers \$	Balance Dec. 31/93 \$
A. Morrell Memorial Scholarship.....	263		376	350	289
A.D. Needle Trust Fund Award.....	150		226	252	124
A.J. Krever Award.....	375		159	200	334
Andrew MacDonald Award.....	59		99	100	58
Art Scholarship.....	159		243	240	162
Award of Merit.....	22		40	40	22
Bill Mastin Memorial Award.....	353		580	600	333
Buchan Medal Award.....	40		45	50	35
C. Thomas Lowe Memorial Award.....	41		80	76	45
C.G.A. Association Award.....	0	100	1	100	1
C.G.W. McKague Award.....	142		152	212	82
C.M.H.C. & Hamilton and District Home Builders Association Award.....	2,838		2,953	4,180	1,611
Carol Moule Memorial Award.....	1,537		2,798	2,755	1,580
Continuing Education Award.....	438		489	500	427
Delta Staff Association Award.....	12		21	20	13
Doesburg Needy Student Award (formerly Westdale Secondary School Bursary Fund).....	1,120		37	160	997
Dr. Harry Paikin Memorial Fund.....	198		316	308	206
E. Michael Zebroski Music Scholarship.....	218		295	350	163
Elma Darlington Award.....	429		175	450	154
Elva Kendal Newlands Award in Literature.....	366		170	361	175
Emily Kirby Award in Family Studies.....	9		16	16	9
English Literature Award.....	22		40	40	22

Ezra E. Parkehouse Prize	5	9	5
Frank A. Magee Award.....	10	17	10
G.L. Cooper Award.....	33	0	97
George R. Allan Prize.....	87	0	106
George R. Parke Award	45	50	43
Gladys McAndrew Memorial Fund	194	300	266
Graduation Award.....	2,076	300	1,853
H.H. Lowden Award	157	122	162
Hamilton Draftsman's Association Prize	189	330	177
Hamilton Foundation Bursary.....	264	150	121
Hamilton Place Award.....	19	14	14
Hardy Awrey Memorial Fund.....	250	428	266
Helen Detwiler Fund	183	0	376
Hess Street Proficiency Award.....	248	143	196
Hess Street School Reunion Award	203	165	203
Hill Park Art Award.....	60	46	36
J.D. Watson Award	895	150	776
James Johnson Memorial Award	647	800	633
Jansen H.H. Memorial Award Fund	9	16	9
John McCullough Award	12	26	12
L. George Russell Award	16	28	15
Lawrence Munroe Scholarship.....	650	1,000	417
Lucille Laframboise Memorial Award.....	163	290	156
Luke H. LeRoy Award.....	112	107	87
Madelaine Westland Memorial Award.....	48	80	48
McIlwraith War Memorial Award.....	7	12	6
Megan Lawrence Alternative Education Fund	493	875	459
Memorial Award	247	377	235
Miss Laura Miller Award in Public Speaking	8,894	1,105	9,475
Miss Susan E. Bennetto Award.....	63	98	53
Muriel Eastman Scholarship in English.....	15	26	15
Paardeburg IODE Award.....	20	67	74

Pat Kirby Citizenship Award.....	141		235	248	128
Paul J. Myler Trust.....	2,307	1,000	167	3,000	474
R. Cole Award.....	27		47	49	25
Recognition of Excellence Award.....	791		481	1,008	264
Royal Oak Dairy Award.....	90		66	90	66
Sandi Bell Award.....	30		54	54	30
Seneca School Citizenship Foundation Award.....	60		14	23	51
Sharon MacKay Trust Fund.....	237		277	350	164
Sino-Canadian Friendship Award.....	1,730		64	0	1,794
Sir Allan MacNab Academic Award.....	1,128	1,540	450	1,933	1,185
Sir John A. Macdonald Secondary School Award.....	72		114	100	86
Sir John M. Gibson Award.....	176		92	60	208
Stan Sobel Award.....	3,121		897	800	3,218
Stella Osborn Award.....	790		511	600	701
Strathcona Reunion Committee Award.....	44		48	50	42
Szucs Needy Student Fund.....	54		0	50	4
The C.E. Lewis Award.....	37	500	4	500	41
The Doris Gasse Award.....	22		40	40	22
The Dr. E.A. Hutton Award.....	825		422	500	747
The Ida M. Robb Memorial Award.....	212		106	200	118
The Leo Barnett Award.....	5,768		213	0	5,981
The Murray Black Music Scholarship.....	327		407	400	334
The Norman E. Reid Award.....	129		204	220	113
The Ray Irvine Memorial Award for Young Authors.....	0	615	6	200	421
The Ray McCormick Award.....	91		105	0	196
The Walter Gasparik Memorial Award.....	55		79	90	44
Thomas F. McIlwraith Award.....	9		16	16	9
Tree Planting at George R. Allan School.....	0	1,605	0	1,605	0
Vern Ames Prize in Mathematics.....	433		572	650	355
Wm. Alexander Lees Memorial Scholarship.....	217		395	394	218
Wm. Flannigan Geography Prize.....	54		41	35	60
	\$ 44,082	\$ 5,360	\$ 22,556	\$ 31,756	\$ 40,242

HAMILTON PUBLIC LIBRARY



3 2022 21335896 9